



ALPARC is the Network of all protected areas within the Alpine Convention area, from France to Slovenia.

Its members take part to the actions referring to their needs and interests. Actually, all in all more than 1000 large alpine protected areas are listed. They cover about 28% of the Alpine space (Alpine Convention area), a part of them with their own administration. About half of these institutions are yet member of the ALPARC, international organisation.

This network was created more than 25 years ago in the aim to realise common projects and to evaluate the efficiency of management methods and to organise meetings and professional events about different topics in the spectrum from fauna monitoring to climate change. The main challenge consists in the protection of biodiversity for generations to come.

ALPARC initialises and facilitates the realisation of common projects among the Alpine protected areas and performs their international coordination conforming to the Alpine Convention.

The coordination unit manages the implementation of joint European projects involving protected areas, organises conferences, symposiums, workshops, and meetings and produces publications and other communication products and tools.

Every year it also arranges the meetings of the ALPARC Council and the General Assembly. For this, it has a permanent team of multilingual people.

The headquarter of ALPARC is in Chambéry (Savoy / F).

www.alparc.org

**ALPARC recruits
a project manager (100%)
for its office in Chambéry (France)**

I. Job description

The ALPARC team is responsible for managing and coordinating international activities among the Alpine protected areas. It also coordinates or contributes to various major projects within the Alpine Convention and the alpine macroregional strategy such as the setting up of a transalpine ecological network or measures to combat climate change. It develops international projects notably within the framework of European programmes, which aim to promote a sustainable development of Alpine areas and notably in the territories of the protected areas. It carries out several European and other projects in the fields of biodiversity, regional development, environmental education and awareness raising and deals with communication activities throughout the Alpine protected areas.

The position will notably be devoted to the management of projects and activities of ALPARC and linked administration tasks.

The project manager will be working closely with the directory and other project leaders in:

(The following list is neither exhaustive nor in order of priority)

1. Preparation and implementation of ALPARC projects and activities

These tasks include realisation of different content related activities including EU projects on the topics of biodiversity, regional development and environmental education.

2. Coordination of partnerships of EU projects and event organisation

These tasks are concerning the overall coordination and implementation of projects and sometimes in the role of a Lead Partner of EU projects (e.g. INTERREG Alpine Space).

3. Data base management and development

Participation at the ALPARC Data base (File Maker).

4. Communication activities

Participation in the actualisation of the ALPARC website and further communication activities.

5. Support within other working fields of ALPARC

Timely support may be demanded on other activities, workshop organisation and moderation.

II. Required profile

The project manager should hold a higher education diploma at Baccaureate level and a university degree (Master) in a subject related to one of the main activity domains of ALPARC as described before. Technical knowledge of the management of data base, content management systems and office skills are basic requirements. In Depth knowledge in either biodiversity, regional development or education for sustainable development is an asset.

At least **5 years** of professional experience in a similar job is required. Practical experience in the field of **international and especially EU projects is an important plus**.

The project manager must be a native speaker of one of the four official languages of the Alpine Convention (French, Italian, German or Slovene) and if possible, have a good command of one other Alpine language. In addition, a very good knowledge of written and spoken English is crucial. ALPARC reserves the right to verify language skills by oral or written tests during the hearing.

The project manager must also be able to work in a team in an international context, be able to work **independently and on tight schedules**; moreover, good communication and intercultural skills and a highly meticulous approach to the organisation of their work and to the carrying out of their various, often simultaneous tasks is demanded. Travel within the Alps and beyond will be required and should be expected as part of the job assignment.

The candidate must hold a current driving licence.

III. Job conditions

The contract is for a limited 18-month period (CDD) and can in case of a common agreement be transformed in a CDI (non-time limited work contract according to French working law). Recruitment will be made for working time according to current legal regulations. The place of work is Chambéry/France. Travel in countries of the Alpine Convention or other countries.

Duration of the job contract: 18 months from 1st of March 2022; prolongation wished.

French employment law and the so-called collective agreement govern the contractual relations between ALPARC and its employees in its Chambéry office.

Please submit your application in **French and in English**:

- **CV in European Europass format together with:**
- **Europass Language Passport (<http://europass.cedefop.eu.int>),**
- **Covering letter in French of no more than one page,**
- **copies of diplomas or proof of professional experience,**

by electronic mail only, before:

28th of January 2022 / 2 PM

to ALPARC at the following address: info@alparc.org and to recrutement@alparc.org

A short-list will be drawn up based on the written applications.

Interviews will be held in Chambéry on the **10th of February 2022**.
