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## Policy analyst for the Evaluation Helpdesk (Brussels)

### Job Description

The position is for a policy analyst for the Evaluation Helpdesk which supports the European Commission (DG Regional Policy and DG Employment) in reviewing all the evaluations undertaken by Managing Authorities, assessing their quality and giving support to Member States and the Commission in designing and managing evaluations including in the form of training. The Evaluation Helpdesk focuses on interventions co-financed by the European Regional Development Fund (ERDF), the Cohesion Fund (CF), the European Social Fund (ESF) and the Youth Employment Initiative (YEI).

#### What you will be doing

- Summarising and assessing evaluations undertaken by Managing Authorities on 2014-2020 programmes, ex-post evaluations relating to 2007-2013 programmes so far as completed in the 2014-2020 period and possibly ex-ante evaluations for 2021-2027 programmes.
- Contributing to the organisation of 'expert reviews' of evaluations aimed at discussing with Managing Authorities strengths and weaknesses of Cohesion policy evaluations and supporting evaluation capacity building.
- Providing methodological support to Member States and the Commission on evaluation issues (including on-site support in different Member States).
- Contributing to the organisation of a summer school each year for Managing Authorities and others involved in the evaluation of ERDF/CF programmes.
- Drafting country and thematic reports as well as monthly and annual reports.

#### Other duties and responsibilities that may be assigned

- Contribute as required to other projects and call for tenders.

#### We offer

- A full-time, permanent contract
- 25 days of paid holiday a year
- 10 days public holidays (public holidays falling on a Saturday or Sunday are replaced by another day off during the year)
- Informal, multi-cultural environment
- Flexible working time and possibility of home-work two days a week
- Salary package commensurate to experience
- Private pension scheme and hospital insurance
- Tax-free lunch vouchers

## Desired profile

- Relevant Master's Degree or PhD: economics, social science and public policy.
- Good understanding of and interest in evaluation of public policy (1-3 years' experience).
- Able to work independently and in team and intellectually curious.
- Good organisational skills and capacity to identify key issues.
- Very good analytical skills.
- Fluent English, proficiency in at least one other language preferred.
- Excellent inter-personal and communication skills. Ability to interact with individuals from different backgrounds and points of view, experience and seniority levels.

## How to apply

- Candidates should send their CV and cover letter to Loredana Sementini, Managing Director, at [info@applica.be](mailto:info@applica.be)
- Please specify in the title of your email the reference: Evaluation Helpdesk Analyst
- The selection process will include a short written test.
- Deadline: as soon as possible but no later than 27th **December 2019**
- Starting date: February-March 2020 (interviews will take place in the second half of January)

## About us

**Applica** is an independent research consultancy established in 1992 specialising in:

- analysing and researching economic and social policy issues
- identifying, compiling and processing the most suitable data for the purpose
- assessing the impact of policy measures
- producing studies and reports in all the EU28 languages for a general audience
- managing international networks of experts.

Applica, based in Brussels, is a multicultural company. It has 12 permanent staff members from 8 different origins. The working language is English but staff between them are fluent in 7 other languages. Work is supported by a large number of national and thematic experts in all EU Member States.