



Recruitment Project Supervisor

- Contract of limited duration (maximum 3 years)
- 50% employment
- Project Supervisor for the European project 'Sport in prison, a plan for the future' (SPPF)
- Start contract: 01/03/2020

Job Description:

- The Project Supervisor is in charge of the planning/organisation and implementation of the European project 'Sport in prison, a plan for the future' (SPPF);
- The Project Supervisor empowers the prison environment and society regarding the need for sports programs and associated follow-up trajectories for prisoners and ex-prisoners.

Assignments:

- Together with the co-worker, responsible for the European projects, the sports coordinator and under the supervision of the management of 'De rode Antraciet vzw', you will lead the project in the right direction in terms of timing, assignments and finances;
- You will support, coordinate and motivate the European partners and the co-workers, of 'De Rode Antraciet vzw', in the development and realisation of the project;
- You are the driving force of the project. You are responsible for keeping the oversight, discovering problems, seeking solutions and enforcing deadlines;
- From within your coordinating role you are co-responsible for developing the European project 'Sport in prison, a plan for the future';
- You are responsible for the communication with the European partners and the subsidising organisation;
- You are responsible for the publication of the project results;
- You are co-responsible for the organisation of a European seminar on the project results in 2022;
- You are required to attend team days organised by 'De Rode Antraciet vzw'.

Profile:

- Degree: Bachelor or Master degree or equivalent experience;
- Being able to take initiative and work independently;
- Natural organisational skills;
- Strong management skills;
- Strong personality;
- Possessor of a healthy dose of perspective, diplomacy, creativity, flexibility, assertiveness and a positive attitude;
- Sociable and interested in the target group;
- Experience in prison is a plus;
- Experience in managing EU projects is a plus;
- Excellent English and Dutch.

What do we offer:

- A dynamic work environment;
- Fixed term contract (end, 31.12.2022);
- Salary according to scale used for De Rode Antraciet vzw (minimum scale B1b, joint committee 329.01);
- Meal vouchers;
- Group and hospitalisation insurance.

Place of employment:

The Project Supervisor works from the offices of De Rode Antraciet vzw in Heverlee.

The Project Supervisor is required to participate in at least seven European meetings in Belgium and abroad.

Selection:

Interested, apply before **January 5, 2020**

Send CV and motivation letter by e-mail to rina.robben@derodeantraciet.be

The interviews will take place on January 23, 2020 in our offices: Geldenaaksebaan 277, Heverlee 3001

Questions:

Are you interested and would you like some more information?

Contact Gino Campenaerts, at De Rode Antraciet vzw: gino.campenaerts@derodeantraciet.be.

General information and the full job description can be found on www.derodeantraciet.be.