

OPEN CALL FOR GENDER DIVERSITY/INCLUSION EXPERT

I. Background

CECOP is the European confederation of cooperatives active in industry and services. It has members in 16 European countries, and represents approximately 40,000 cooperative enterprises, employing over 1,3 million workers. CECOP is the voice of its members, mainly vis-à-vis European institutions, as well as other European-level organizations. Besides the advocacy and promotion of cooperatives in industry and services, a crucial role of CECOP is also to produce knowledge about cooperatives in industry and services. CECOP represents democratically owned and managed enterprises, contributing to sustainable and inclusive growth while combining economic performance and social progress.

CECOP has a team of 5 full-time employees, with very complementary profiles. CECOP also hosts and manages the secretariat of CICOPA, the global organization of cooperatives active in industry and services.

You can find more information about CECOP and CICOPA here:

www.cecop.coop

www.cicopa.coop

II. About the call

CECOP is launching an open call for a consultant/external expert to help us develop a gender diversity/inclusion policy. The consultancy service agreement shall be signed and executed in 2023.

This consultancy service is funded by the European Union.

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III. Scope of the work

In cooperation with the Secretary General and the Membership Coordinator, the selected candidate would help us develop a gender diversity/inclusion policy for the organisation. The gender diversity/inclusion policy should address the issue of diversity in the statutory bodies of the organisation, well-being at work for staff members, a code of conduct for events organized by CECOP, possibly training activities for CECOP's staff and members, and any other issue identified. In addition, the expert will help the organisation to assess the status of CECOP's members existing gender diversity/inclusion policies.

The gender diversity/inclusion policy would enhance CECOP to achieve equal opportunities and treatment in its statutory bodies and at the workplace.

IV. Tasks

The consultant/external expert will have the following tasks:

- analyse organisation's needs and existing tools
- establish a methodology for developing a gender diversity/inclusion policy
- draft a diversity and inclusion policy for CECOP
- conduct internal training sessions associated with the above tasks
- mapping of CECOP's members existing gender diversity/inclusion policy

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V. Skills and attributes

The applicant should satisfy the following criteria:

- experience in helping members-based organisations in developing a gender diversity/inclusion policy
- be able to work in English
- available to work from September to December

VI. We offer

A collaboration contract of a maximum of 4,000 euros (VAT included) for the implementation of the activity in 2023.

The selected candidate must be based in one of the EU countries or in one of the third countries participating in ESF+.

VII. How to apply

Send your CV and Motivational Letter (in PDF) to cecop@cecop.coop before 10 September 2023.

Indicate in the subject of the email: Application for consultancy on gender diversity/inclusion policy 2023.