



IKSR • Postfach 200253 • D-56002 Koblenz

In the **International Commission for the Protection of the Rhine (ICPR)** the position of the

Executive Secretary

of the Commission in Koblenz, Germany will be vacant as of **1st December 2019**.

Job specification

The Executive Secretary

- is in charge of managing the international staff (11 collaborators) of the secretariat,
- prepares Plenary Assemblies and Working Group meetings in collaboration with the staff of the secretariat, supervises documentation and implementation of decisions taken and the correct representation of the opinions of the different delegations,
- is in charge of the technical management of the secretariat targeted at planning and implementing ICPR Work Programmes, and, for EU Member States, targeted at the coordinated implementation of the European Water Framework Directive (Directive 2000/60/EC) and the European Flood Risk Management Directive (Directive 2007/60/EC) in the international river basin district Rhine,
- participates in further developing strategy and content of the work of the commission,
- prepares the annual budget and is in charge of its implementation based on the specifications of the commission, of correct accounting and of establishing the annual statement,
- directly reports to the commission, in particular its president. He/she gives support and advice to the president for the execution of his/her tasks as well as to the heads of delegation and preserves his/her obligation to neutrality and
- represents the secretariat externally.

Prerequisites for candidates

- Relevant university degree or equivalent (preferably in the field of water management, environment management, natural science),

Internationale
Kommission zum
Schutz des Rheins

Commission
Internationale
pour la Protection
du Rhin

Internationale
Commissie ter
Bescherming
van de Rijn

International
Commission
for the Protection
of the Rhine

- Preferably at least 6 years of work experience within water management or environment management, among others with a management task comparable to that of an executive secretary of the secretariat; experience in international cooperation is an advantage.
- Proven track record of technical knowledge and competencies in personnel management, management and communication,
- Excellent team working skills, ability to cope with pressure, flexibility and assertiveness,
- good knowledge of two working languages (German, French, Dutch) and good knowledge of English are required; knowledge of a further working language will be considered an advantage.

Work offer

The work offer consists of a fixed-term contract (80 - 100 %) for four years following the German TVöD (civil service collective agreement of the Federal Republic of Germany, beginning with E15). A renewal of the contract for a maximum period of four years is possible. The ICPR is member of the German Versorgungsanstalt des Bundes und der Länder (VBL).

Short information

As Rhine bordering countries, Switzerland, France, Germany and the Netherlands as well as Luxemburg and the European Community co-operate within the International Commission for the Protection of the Rhine (ICPR) on the basis of a treaty under international law. The President (at the time being Mrs. Martine Rohn-Brossard from Switzerland) and the different ICPR fora are supported by the international staff of the permanent secretariat in Koblenz (Germany). Furthermore, the secretariat gives support to the countries in the Rhine watershed when implementing the European Water Framework Directive (Directive 2000/60/EC) and the European Directive on the Assessment and Management of Flood Risks (Directive 2007/60/EC). To this end, cross-border co-operation was extended to Austria, Liechtenstein, Italy and the Belgian region Wallonia. The working languages of the ICPR are German, French and Dutch. For detailed information on the ICPR please browse to the ICPR website www.iksr.org.

Further information

For further information please contact the present Executive Secretary Mrs. Schulte-Wülwer-Leidig – Tel.: +49 261 9 42 52 19.

We look forward to receiving your complete and compellingly documented application (letter of application in two languages, please) together with copies of certificates and qualifications by 3 March 2019 electronically (pdf file) at the following address:

International Commission for the Protection of the Rhine
Secretariat
Postfach 20 02 53
D-56002 Koblenz
sekretariat@iksr.de