

## **ECI PROJECT MANAGER ON LIVING WAGES IN THE GARMENT SECTOR (24 HRS/ WEEK)**

### **BASED IN THE EXTERNAL RELATIONS AND COMMUNICATIONS TEAM AT FAIR WEAR FOUNDATION**

At Fair Wear Foundation, we know there's a better way to make clothes. A fairer way. We want to see a world where the garment industry supports workers' rights to safe, dignified and properly paid employment. We partner with brands and support workers. We take practical steps and test new solutions to show that it's possible to make clothes in a fairer way. With industry influencers, we push towards a new normal creating change that goes far beyond our reach. Together, we're making fashion fair for everyone.

Fair Wear is an Amsterdam-based, international non-profit organisation. We support our 130+ member brands with practical knowledge and guidance and verify their efforts at their headquarters as well as in production countries. We have 50+ Amsterdam-based staff of very diverse backgrounds and work with expert teams in eleven production countries. For more about our work, see [here](#).

Fair Wear's External Relations & Communication Team (ERC) is responsible for Fair Wear's external communication as well as its lobby and advocacy efforts.

### **ABOUT EUROPEAN CITIZENS' INITIATIVE**

The European Citizens' Initiative (ECI) is a unique European Union mechanism aimed at increasing direct democracy by enabling EU citizens to participate directly in the developing of EU policies. It enables EU citizens to call directly on the European Commission to propose a directive or regulation, provided they are able to present 1 million signatures from citizens from at least one quarter of the member states (or 7 countries), and provided the proposition meets the competences of the EU.

As a member of the ECI on living wages in the garment sector, Fair Wear has received funding to hire a Project Manager for the ECI. The role reports directly to the ECI Project Management Team and the ECI Steering Committee.

### **ECI PROJECT MANAGER DESCRIPTION**

We are looking for an experienced and senior Project Manager to drive and support the work of the ECI on living wages in the garment sector. This is unique opportunity for a high-calibre and experienced individual to work with members of the ECI to drive and shape EU policy and legislation on living wages in the garment and textile sector, using the mechanism of an ECI.

The successful post-holder will have the responsibility for managing the ECI while working alongside and reporting to ECI members and stakeholders including policy makers at the EU, investors, trade unions, civil society and legal experts, media and campaign organisations.

This role requires a candidate with knowledge of the garment sector and current EU policy and legislative affairs on corporate accountability. Strong organisational and collaborative leadership skills are essential, as is a proven ability for stakeholder engagement.

## **RESPONSIBILITIES:**

In addition to contributing to the ERC Team's overall strategy, the Project Manager would divide their time between the following activities and responsibilities:

- Ensure that the ECI project is delivered on-time, within scope and within budget
- Assist the ECI Steering Committee in the definition of project deliverables and objectives, involving all relevant stakeholders and ensuring technical feasibility
- Develop comprehensive project management plans to be shared with ECI Steering Committee and Project Management Team as well as other ECI stakeholders
- Create and maintain comprehensive project documentation including all documentation for meetings, minutes and actions, and strategy reports
- Manage changes to the project strategy, project schedule and budget
- Monitor and track progress and measure project performance
- Report on progress and performance to stakeholders including grant donors and funders
- Perform risk management to minimise any project risks
- Meet regularly with ECI Steering Committee and Project Management Team (and relevant taskforces) to review, assess and plan project objectives and progress
- Manage the relationship with all stakeholders involved in the ECI (Steering Committee, Citizens' Committee, Project Management Team, Campaign Taskforce)
- Establish and maintain relationships with any third-party technical experts and contractors required and coordinate requirements
- Develop proposals for funding support from external funders / donors based on the budgetary needs and objectives of the project
- Meet budgetary objectives and make adjustments to project constraints based on financial analysis

## **SKILLS AND QUALIFICATIONS:**

We are looking for someone with the following qualifications and skills:

- Relevant degree plus 8-10 years of experience of working in the sector or within a related field
- Able to rely on experience, initiative and judgement to plan and accomplish goals of the ECI
- Proven ability and experience in stakeholder management and engagement across a broad range of stakeholders
- Understanding of EU policy and corporate due diligence requirements and responsible business conduct
- Understanding of the concept of living wages and industry approaches within the sector
- Excellent client-facing and internal communication skills
- Excellent written and verbal English communication skills
- Solid organisational skills including attention to detail and multi-tasking skills
- Must be an EU national with a valid working permit to work in the Netherlands



If you are interested, please send your English application of a CV and cover letter to [vacancy@fairwear.org](mailto:vacancy@fairwear.org) no later than Sunday 4 April midnight.

We will be interviewing candidates on a rolling basis and will close the vacancy if the right candidate is found before the stated deadline. As such, we encourage you to submit your applications sooner rather than later.

We offer a salary in accordance with the Dutch government remuneration system (BBRA) scale 11 (€3279,- to €5039,-) depending on relevant experience or an independent consultant contract with a fixed remuneration.

Please visit our [website](#) for more information about our organisation. For more information about the position, you can contact Anne van Lakerveld via [vanlakerveld@fairwear.org](mailto:vanlakerveld@fairwear.org). For more information about the ECI, contact Libby Annat via [Libby.Annat@duediligence.design](mailto:Libby.Annat@duediligence.design).

*Recruitment agencies are asked to refrain from approaching Fair Wear Foundation about this or any other vacancy.*