



Our vision is a world with enough healthy food for all, produced by healthy people in a healthy environment. Around our core theme of "ecological development and sustainable food systems", Biovision contributes to the implementation of the UN Sustainable Development Agenda 2030 at international and national level. SDG No. 2 "No Hunger" is our focus. As a pioneer of change, Biovision advocates a fundamental agroecological transformation of food systems and supports agroecological innovations and approaches and works to increase their prominence and use.

For our medium-sized, well-positioned NGO, we are looking for a committed personality to strengthen our Policy and Advocacy (P&A) team, through the implementation of activities that support coherent policies and a favourable institutional framework for the scaling up of agroecology.

## PROJECT OFFICER (80%)

**Start date: 1st of March 2023 or upon agreement**

In this context, your responsibilities are to support the planning and implementation of effective advocacy activities to reach relevant decision makers from the policy community, with the aim to promote coherent policies based on agroecological principles. These tasks include:

- Conduct and coordinate the implementation of the policy communication and outreach strategies programme in close collaboration/ supervision of the P&A programme managers.
- Prepare a wide range of communication materials, including tailored messages for key target groups, management of printed and online communication channels, for internal and external audiences.
- Support/lead the coordination and organization of national, regional and global policy events, including policy roundtables, multistakeholder workshops, conferences, high-level meetings.
- Assist in monitoring the progress and impacts of policy communication and outreach activities
- Contribute to other relevant tasks within the P&A programme and within the organisation (representation, knowledge sharing, coordination, organisational and logistic support etc.).

We are looking for someone at the start of their career with the following qualifications and skills:

- Master's degree (or Bachelor's degree with equivalent work experience) in a relevant field for instance in political science, social sciences, natural sciences, international development, or communication
- Knowledge and affinity to the fields of international cooperation, agriculture, food systems, policy
- Relevant experience (up to 2 years) ideally in the field of food systems, development and/or international cooperation is an asset
- Experience in organising events and conducting communication and outreach activities is an asset
- Aptitudes for the coordination of projects in complex and dynamic environments
- Perfect fluency in English and German (at least C1). Excellent writing skills in English with a record of proven achievements
- Outstanding interpersonal and intercultural skills that allow conducting activities in complex political and geographical situations and exceptional capacity for teamwork
- Ability to work independently and on own initiative, organized, pragmatic, solution-oriented, capacity to respect deadlines and to prioritize
- Swiss passport or residence permit C / B.

We offer a stimulating and varied position in a young and dynamic team and an innovative NGO with commensurate wages, adequate social security and a centrally located place of work in **Zurich**. Please send your entire electronic application documents with a writing sample in English until **10<sup>th</sup> February 2023** to [zukunft@biovision.ch](mailto:zukunft@biovision.ch). We encourage early applications. For further information, please contact Ms Charlotte Pavageau [c.pavageau@biovision.ch](mailto:c.pavageau@biovision.ch) or +41 22 510 15 73.