



Plan International Belgium recruits a Knowledge & learning Specialist (8-month temporary contract)

Plan International Belgium

For the past 40 years, Plan International Belgium has strived for a world where every girl is free and her rights are fully realized. But girls are still too often disadvantaged and discriminated against, sometimes even threatened and abused. Plan International Belgium is part of an ambitious international federation with projects in almost 80 countries (including Belgium). With our projects, we generate impact, via policy advocacy, awareness-raising and projects with and for girls and young women.

To translate Plan International Belgium's bold ambitions, our **Knowledge & Learning Specialist**, sitting in our **Strategy & Innovation Department**, is dedicated to knowledge management, research and learning.

We are looking for a committed, enthusiast professional, with a strong interest in gender-transformative programming (child protection, GBV, youth empowerment, education), to join our team as soon as possible (mid-March) for a period of eight months.

Objective of the function:

As Knowledge & Learning Specialist you are responsible for making the knowledge about the mandate and the programmes flow within Plan International Belgium. You act as a knowledge broker, making sure knowledge and evidence of impact are shared in a meaningful and impactful way. You also oversee the design and dissemination of research and learning products, in close collaboration with programme managers and specialists.

The position is based in Brussels, Belgium; the position is not remote. Applicants must have a right to work in Belgium.

Main Result Areas Of the function:

Area 1 : Knowledge broker: The Knowledge & Learning Specialist acts as a knowledge broker, being able to identify where the knowledge sits in the organisation and deliver it in a way that is meaningful and impactful

- Specifically, it is expected that the Knowledge & Learning Specialist coordinates or supports the coordination of writing various types of publications (blog posts, op-ed), and any external publication, through evidence gathering (internal and external to Plan International Belgium), following the editorial line of Plan International Belgium and developing Plan International Belgium's thought leadership.
- As a part of their role as a knowledge broker, the Knowledge & Learning Specialist sets-up and regularly updates a user-friendly, self-service database of key facts on girls' rights, gathering different statistical data sources and scientifically rigorous facts on gender equality, empowerment.

Area 2 : Coordination of research and evidence-generating projects: the Knowledge & Learning Specialist outlines and contributes to generating evidence on what works to foster gender equality and promote girls' empowerment

- The Knowledge & Learning Specialists coordinates research funding opportunities, set-up research coordination teams, design or support the design of research applications, in close collaboration with thematic and M&E Specialists
- The Knowledge & Learning Specialists leads the writing of learning outputs (case studies, capitalisation products), in close collaboration with thematic specialists and programme managers, identifies jointly potential learning trajectories and coordinates their dissemination (copywriting, editing, publication)

Area 3 : Coordination of transversal strategic projects: The Knowledge & Learning Specialists leads or contributes to transversal projects that streamline and strengthen the positioning of Plan International Belgium

- The Knowledge & Learning Specialists, following the Strategy & Innovation positioning strategy, support the dissemination of Position papers for Plan International Belgium, on a wide variety of topics (decolonisation of aid)
- The Knowledge & Learning Specialist actively contributes to strategic ad hoc projects, that can include: the revision of Plan International Belgium's strategy, the participation to Plan International (Federation) reflections on strategic topics

Area 4 : Liaison with Plan International Federation / Global Hub: As part of a strong network of Research, Learning and Knowledge management practitioners, the Knowledge & Learning Specialist takes part in global projects that bring together all entities of the Federation

- The Knowledge & Learning Specialist liaises with the MERL Network in their definition of the Research and Learning agenda
- The Knowledge & Learning Specialist joins dedicated reference groups that aim at learning from program models, revising key tools for knowledge management

Required Profile:

Education, experience, knowledge and talents

Level of education/experience

- Master's degree or equivalent in development, economics or statistics, international relations, social sciences, social work;
- Proven track record in delivering research pieces, case studies, learning products, capitalization, analyses; for instance, a demonstrated experience writing a research thesis is a strong asset
- An interest in research, knowledge, capitalisation, writing is a plus
- At least one successful experience in the domain of programme and project management, Monitoring and Evaluation of development or humanitarian projects and programmes
- At least one experience working on gender-transformative programmes, programmes promoting gender equality, programmes focusing on women and girls' empowerment is a plus

Knowledge/Expertise

- Solid technical expertise in the field of gender equality, girls' rights, girls and young women's empowerment
- Passionate and committed about gender inequalities and girls' empowerment
- Excellent communications skills and the ability to manage interpersonal relationships, generate interest and mobilisation of teams; capacity to transmit complex information

in an accessible, structured and interesting way and coordinate complex processes involving multiple actors

- Well-developed conceptual, critical and analytical thinking
- Solid knowledge of qualitative and quantitative data collection methods, including use of participatory, gender-transformative approaches
- Excellent coordination, planning and organizational skills with the ability to manage complex tasks within agreed deadlines
- The capacity to work with people out of diverse social and cultural background in a sensitive way
- Language skills: bilingual English and French; proficient in Dutch.

Personal profile and skills

Core competencies

- To know the rights of the child, the rights of girls and the theme of gender equality
- Achieving objectives
- Team-player
- Get involved in the organisation
- Demonstrate a digital mindset
- Behave according to the values of Plan International Belgium
- Competencies related to the function
 - Innovate
 - Establish relationships
 - Organise
 - Attention to detail

What do we offer you?

- A fascinating working environment within both a Belgian and an international context at a prominent international NGO
- The chance to make a difference for children and young people in our partner countries and in Belgium
- Space for personal professional development, together with competent, passionate and socially committed colleagues
- An 8-month contract as soon as possible (mid-March) until mid-October 2025
- A competitive remuneration within the Belgian NGO sector with extra-legal benefits (group insurance, hospitalisation insurance, meal vouchers, free public transport between home and work, telework allowance). The Knowledge & Learning Specialist position monthly gross salary is comprised between 2800€ and 3400€.

Plan International Belgium is located in the heart of Brussels, right next to the Brussels-Central railway station. We are partly working via telework.

Interested?

Then we would like to hear from you! Please send your **CV** and **cover letter** to job@planinternational.be with reference "**K&L Specialist**", **before February 25, 2025**.

Shortlisted candidates will be invited for a written test; interviews will follow with selected candidates.

As part of our Child Protection & Safeguarding policy, we ask each employee to provide a criminal record extract (Belgian 'model 2')

Equal opportunities are very important to Plan International! We therefore select you on the basis of your qualities and skills, regardless of your age, origin, gender, sexual identity, religion or other criteria unrelated to the position.