



Membership Manager (Internship)

Urgenci is the international network for Community-Supported Agriculture. These include the French AMAP (Associations pour le maintien d'une agriculture paysanne), the American CSA and the Japanese Teikei. Those involved in this movement aim to strengthen the position of peasant agriculture and family farming through the support of committed communities and to play its role in scaling out/ disseminating agroecology at global level.

To face the multiplication of projects and the growth of activities, Urgenci is hiring an intern:

MISSION

During her/his 6-month mission, the intern will be responsible for :

- a. Preparing the 7th Urgenci International Symposium and the General Assembly of the Network
- b. Running the 2018 Membership Campaign and preparing a Membership Campaign Model that can be replicated in the future.

ACTIVITIES

- a. The Membership Manager will be in charge of facilitating relationships with Urgenci member organizations, especially in the perspective of the planned changes to Urgenci's membership scheme;
- b. A core activity for the intern will be to design and implement a Membership Campaign: set up communication tools, presentations, videos to be used by member networks to relay the campaign at national/regional network level. This work will be in close cooperation with the President, the General Secretary, and the Treasurer;

c. The intern will be in charge of preparing and co-ordinating work prior to the General Assembly of the Network due to take place on November 11th in Thessaloniki, Greece;

d. The General Assembly being the final day of a larger event that will also include the 4th European Meeting of CSA Movements, the 2nd meeting of the Mediterranean network and the 7th International Symposium, the intern will also contribute to the logistical preparation of these events.

EXPERIENCE

- As she/he will be working in a small team, the intern should be independent and dedicated to the network's project. The ideal candidate should also have the following abilities:
- A working knowledge of the AMAP / CSA / Teikei concepts and of the issues related to food systems and Food sovereignty.
- She / he should share the values of small-scale organic/ agroecological farming, agroecology, environmental protection and social solidarity economy and sustainable local development as understood in the context of a social movement
- He / she should have the proven ability to work with volunteers, and the capacity to promote their activities
- Some experience in project management is highly desirable.

TECHNICAL SKILLS:

The appropriate candidate must be **fluent in English and French**, the 2 official languages of the Network. She/he should also be able to hold an in-depth conversation in at least one other foreign language (preferably Spanish, Arabic, Japanese, German, Portuguese...)

Computer skills : competent use of Word, Excel, Photoshop, Acrobat, OwnCloud to facilitate team working planning are essential. The candidate will also use various backoffice systems.

CONDITIONS:

- The Membership Manager will work in tandem under the responsibility of the General Secretary, a **permanent staff member who is in charge of the executive management of the network**
- The Membership Manager will also report to the International Committee (IC), composed of elected voluntary board members from 4 continents. The IC is the network's decision-making body, led by the President of the International Committee
- The duration of the 6 months internship will start in June and last until the end of 2018.
- Pay will be according to the compulsory Internship Stipend under the French Law: 577,50 euros/month
- Longer term perspectives: follow up contracts and a more extended position will be thoroughly considered
- Planned start date: 15th of June 2018
- Place of work: Urgenci headquarters are in Caen, France, but teleworking is possible.

If you are interested in applying for this role in Urgenci international network, please send us your application (CV+Letter of Motivation), before 31st of May, to:

Urgenci, Jocelyn Parot, General Secretary, +33 (0)6 84 68 52 82, contact@urgenci.net,

<https://urgenci.net>