



# Job Description

01/2023

## Junior Policy Adviser

### JOB SUMMARY

The Junior Policy Adviser supports the IRU advocacy team based in Geneva. The incumbent will participate in anticipating and shaping global road freight transport policies enabling sustainable operations for road freight transport operators at an international level. The role offers a unique opportunity for a motivated, pro-active individual to work with a dynamic team and play an active role in advancing IRU's advocacy work.

<b>Reports to:</b>	Senior Adviser Goods Transport
<b>Partnership with:</b>	Strategy & Market Intelligence and IRU delegations
<b>Travel:</b>	Up to 10%
<b>Location:</b>	IRU Geneva

### RESPONSIBILITIES

Support the IRU Senior Adviser on road freight transport policy and legislative work, with a specific focus on environmental, economic, safety, social and digital initiatives

- Undertake policy analysis and disseminate information
- Draft specified input to background documents and policy papers
- Support project activities in collaboration with key internal stakeholders including the development and implementation of related work plans
- Support the development and implementation of advocacy campaigns such as the IRU Green Compact campaign
- Assist with the organisation and servicing of IRU meetings such as the IRU Goods Transport Council, high-level conferences, advocacy workshops, seminars and meetings with relevant officials.
- Help with administrative tasks

### COMPETENCIES, SKILLS & BEHAVIOURS

- Good interpersonal skills and ability to work effectively in a team
- Ability to develop trust-based relationships
- Analytical, problem solving and project management skills
- Influence & inspire internal & external stakeholders
- Positive, motivated, agile and prepared to adapt to change with short notice
- Drive for results and proven organisational skills
- Excellent English, both orally and written, knowledge of another language is desirable

### QUALIFICATIONS & EXPERIENCE

- Advanced university degree (Master's degree or equivalent) in economics or a transport related field
- At least 5 years advocacy experience having worked with a trade/transport association/organisation
- International work experience with the United Nations or a similar international organisation is a plus
- In depth understanding in road transport related regulations of heavy commercial vehicles.
- Track record of activities related to road freight transport is a plus