



## **Call for a *Key Expert Azerbaijan* in a new EU-funded project on Culture and Creative Sectors in Eastern Partnership Countries**

### **1. Client and Project:**

The Goethe-Institut e.V. is the cultural institute of the Federal Republic of Germany with a global presence. We facilitate international cultural exchange, promote access to the German language and support the unimpeded development of culture and science. The Goethe-Institut Georgien, a branch of the Goethe-Institut e.V., is planning to implement a new EU-funded programme across the Eastern Partnership (EaP) countries, contingent on the signing of the contract between the EU Commission and the Goethe-Institut.

The new project is a pivotal initiative to strengthen the Cultural and Creative Sectors (CCS) across the EaP countries, aiming to transform culture into a key driver for economic growth, social development, gender equality, and resilience. By focusing on sustainable creative ecosystems in non-capital cities, the project supports the European Union's commitment to fostering robust international cultural relations while promoting culture-led economic and social development.

### **2. Subject of the Contract:**

Within the framework of the project, the Goethe-Institut Georgien is seeking to recruit a Key Expert to coordinate activities for beneficiaries in the Republic of Azerbaijan.

Main tasks include:

- Coordination and implementation of project activities related to beneficiaries in Azerbaijan
- Support to networking and exchange among beneficiaries
- Contribution to ongoing risk assessment and mitigation at the country level
- Support to development and implementation of a communication strategy related to implemented activities
- Ensuring the visibility of project activities, including those conducted by beneficiaries
- Support to grant application processes and grant disbursement
- Acting as the primary contact for said beneficiaries, including technical assistance, reports and expenditure verifications)

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### 3. Framework Conditions:

The services must be provided within up to 200 days per year, covering the period from January 1<sup>st</sup>, 2025, until December 31, 2028.

The remuneration shall be settled based on presented time sheets after the services have been rendered and approved. The daily rate is 125 EUR gross (incl. VAT in Germany and if applicable other taxes depending on the key expert's place of residence).

### 4. Requirements

We are seeking a key expert with the following qualifications, skills and experiences:

Qualifications and skills

- University degree (Master) in arts management or equivalent
- English and Azerbaijani at least at C1 level, Good German skills will be an asset

Professional experience

- At least four years of proven professional experience in project management
- Proven professional experience in the management of EU-funded projects
- Proven professional experience in communication with administrations such as ministries, city councils, EU Delegations
- Proven experience in working with the cultural sector in the Republic of Azerbaijan

The expert must be independent and free from any conflicts of interest in carrying out these responsibilities.

Experts wishing to respond to this call, should do so by sending the following documents in English/with English translation:

- Responding letter to this call stating motivation
- CV including track records
- Relevant degrees and work certificates/recommendation letters

Please send all in ONE PDF and enclose your contact information (incl. a phone number) and a professional reference per email to [ausschreibung-tbilissi@goethe.de](mailto:ausschreibung-tbilissi@goethe.de), referring to "Key Expert Azerbaijan" in the email's subject.

**Deadline for submission is 28.11.2024.**

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