



Spatial Planning Expert

Vacancy Announcement

Co-PLAN is a non-profit organization that has contributed to sustainable development by enabling *good urban and regional governance*, tackling key environmental issues, developing civil society, impacting policies, and promoting community participation knowledge-making since 1995.

At the core of Co-PLAN's activity is the work with people and institutions, to foster tangible social transformation and positive change on the ground by inducing change-driving knowledge in our society for smart management of our habitat. Co-PLAN fulfils this mission through means of pilot activities and advisory services financed by national and international institutions and direct involvement with communities, local government units and other non-governmental organizations in the field of urban and regional management, environmental management, and municipal finance.

Co-PLAN is announcing a vacancy for the position of ***Spatial Planning Expert***, with details as follows:

Main Duties and Responsibilities

- Work under the supervision of the head of territorial governance and spatial planning unit;
- Carry out activities related to projects in the field of spatial planning, disaster risk reduction, territorial governance; urban resilience
- Undertake data collection, entry, mining, computation and processing at municipal and regional level
- Prepare detailed analytical studies for specific issues related to spatial planning, disaster risk reduction, territorial governance; urban resilience
- Work closely with experts from diverse disciplines to propose realistic spatial recommendations
- Carry out independent work for site investigation; research and communication with relevant stakeholders
- Undertake data collection, entry, mining, computation and processing at municipal and regional level on GIS software
- Undertake advanced GIS spatial analysis of different aspects of territorial development at municipal and regional level

Qualification and skills:

- University educational background (3+2 or 5 integrated diploma) in one of the following fields: spatial and urban planning, urban management, environmental



management and/or education from which comparable knowledge, skills and abilities have been achieved

- Excellent command of GIS software (ArcGIS preferred)
- Excellent communication and team cooperation skills;
- Excellent analytical skills and capacity to engage in all components of desk and field surveys and data analysis and interpretation
- Excellent skill in both verbal and written communication
- Excellent working knowledge of English
- Good capacity to conduct scientific and applicative research
- Willingness to travel and work with different municipalities

General professional experience:

- At least 3 years of working experience in fields of urban planning; spatial planning; environmental planning; disaster risk reduction;
- Experience of working with local governance units in Albania
- Experience in working with GIS software; conducting GIS trainings and coaching
- Previous working experience with disaster risk reduction, climate change mitigation, flood risk prevention is an asset

Application procedure

To apply for this position please send the following:

- A cover letter expressing your interest (written in English);
- A CV (including referee contact details) and letters of references if available (in English);
- A copy of your academic diplomas;
- A document to prove the level of knowledge of the English Language (Diploma, Certificate, etc.).

Co-PLAN is an equal rights and opportunities employer. Only those who fulfil the requirements specified in this Terms of References are encouraged to apply. ONLY short-listed candidates will be contacted for the second stage of the selection process.

All applications are to be sent to: **co-plan@co-plan.org**

* All application will be treated with strict confidentiality in compliance with Law No. 9887/2008 "On the Protection of Personal Data".