



Spatial Planning and GIS 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 and GIS 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; urban resilience; disaster risk reduction, territorial governance.
- Undertake data collection, entry, mining, computation and processing at municipal and regional level using GIS applications, et al.
- Undertake advanced GIS spatial analysis for territorial development at urban, municipal, regional and national level
- Prepare detailed analytical studies for specific issues related to spatial planning, disaster risk reduction, territorial governance, urban resilience, green economy, environmental assessment, tourism development, etc.
- Undertake independent research in support of key projects implemented by Co-PLAN (WBC-RRI.net; GreenFORCE; etc.)
- Work closely with experts from diverse disciplines to propose realistic spatial recommendations and co-designed visions and strategic objectives



- Carry out independent work for site investigation; communication with relevant stakeholders and institutions;
- Support acquisition of new projects through administrative backstopping and content development
- Communicate project results and propose exploitation measures for academic, policy and society outreach

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 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
- Well-aligned attitude towards team-work
- Strong work ethics and ability to meet deadlines duly
- Excellent working knowledge of English
- Good capacity to conduct scientific and applicative research
- Willingness to travel and work with different municipalities and on site

General professional experience:

- At least **5 years** of working experience in a few of the following fields: urban planning; spatial planning; environmental planning; disaster risk reduction; green economies; nature-based solutions; etc.
- Experience in working with local governance units in Albania
- Experience in working with GIS software and preferably in conducting GIS trainings and coaching
- *Demonstrated research experience and ability to draft scientific papers is an advantage*
- *Previous working experience with disaster risk reduction, climate change mitigation, flood risk prevention and environmental management is an advantage*



What we offer:

- A professional environment that thrives for excellence in research and project implementation
- Very competitive salary range, and performance-based increase
- Excellent organizational communication and a horizontal management style
- A healthy work environment with steady working hours (Mon-Fri 08:30-17:00)
- An outcome-based approach to performance evaluation
- Excellent synergies with academic sector and possibility to engage in teaching activities, if desired
- A steady career path and outstanding growth possibilities within the organization
- Support for individual growth through training programs, on the job-training and vocational education
- A spirited community of peers (a team of up to 22 colleagues)
- Internationalization of project activities and well-established networking opportunities outside of the country

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 (preferably 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. This will be **a recurring vacancy**, i.e. we will wait for the most suitable individual for this position, to fit within our organization long-term.

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