



Open Position: SDSN Bulgaria – Network Managers

In June 2022 UNWE has been approved as the host of the SDSN National Network for Bulgaria. The global [Sustainable Development Solutions Network](#) has been working under the auspices of the UN Secretary-General since August 2012. The network is led by Prof. Jeffrey Sachs and is building a global network of universities, research centers, civil society organizations and other knowledge centers in support of the Sustainable Development Goals (SDGs). National and Regional SDSNs have been established to accelerate practical problem solving for sustainable development at local, national, and regional levels. These networks are very active and are playing a leading role in localizing the SDGs in their respective regions.

Position Overview

UNWE is seeking dynamic and talented individuals among its faculty members and PhD students to help develop and manage the SDSN Bulgaria. Ideally, we need 2 Network managers – a faculty member and a PhD student.

Principal Responsibilities

General Responsibilities

- Develop an annual program of activities and provide brief quarterly reports to the global SDSN;
- Organize at least one annual conference bringing together key actors from the country and region to identify and promote national Solution Initiatives;
- Coordinate and contribute to the global SDSN's policy work, such as the Sustainable Development Report;
- Publicize SDSN activities amongst policy makers, private sector and NGOs in Bulgaria;
- Promote local Solution Initiatives in cooperation with the global SDSN;
- Organize joint fundraising with support from the global SDSN;
- Contribute to the annual Networks in Action report prepared and released by the global SDSN;
- Attend the monthly Global Manager Team (GMT) Call;
- Dedicate 2 hours daily to the SDSN network.

Member Engagement

- Identify opportunities for broadening the SDSN network and grow membership through engagement and outreach;
- Identify gaps in the Network's thematic/geographic/institutional coverage and reaching out to institutions that could enhance the network's scope;
- Hold regular meetings (online or in person) for SDSN Members that are relevant to the network;
- Regularly post to *SDSN Mobilize* to promote the work of the Network and engage members in the work program;
- Maintain an up-to-date database with contact information for all members and partners;
- Record and share minutes from meetings.

Communications

- Contribute content to the global SDSN website, develop a network website and social media pages; hold regular calls/meetings with members, produce input for the monthly SDSN newsletter;
- Actively engage in the regional network's *SDSN Mobilize* group, SDSN's exclusive online community for members.

Qualifications

- Passion for the mission of the SDSNs;
- Demonstrated ability to manage partnerships and client relationships at senior level;
- Successful record of project management, including the ability to motivate others and the flexibility to respond to changing priorities in fast-paced environment;
- Outstanding English communication skills;
- Proactive attitude and ability to solve problems;
- Ability to multi-task;
- Team player;
- Proven experience working in an international environment;
- Proficiency in Microsoft Office, Google Tools, Zoom.

Application

To apply, please submit a CV and motivation letter to sdsn-bulgaria@unwe.bg.

Applications will be accepted until **October 14, 2022, 17:00**.

A Selection Board consisting of the rector, the vice-rector for international affairs and the deans of UNWE faculties will evaluate each application in accordance with the match with the requirements.

Contact us:

For any further information please feel free to contact SDSN Bulgaria Network team:

Dr Mihail Musov – musov@unwe.bg

Dr Shteryo Nozharov – nozharov@unwe.bg

Dr Nina Tipova – n.tipova@unwe.bg

Dr Alexander Dimitrov – a_dimitrov@unwe.bg

Dr Christian Zhelev – christianjelev@unwe.bg

