

**Senior Policy Advisor Agriculture (Scale 8)
at the Embassy of the Kingdom of the Netherlands in Budapest**

Job description

Basic details

Job title: Senior Policy Advisor Agriculture
Network: Agricultural Attaché Network (LAN), LAN/Budapest
Job grade: 08
Number of hours: 37,5

General features of the Agricultural Network

The Agricultural Network (LAN) represents the Ministry of Agriculture, Nature and Food Quality worldwide at the Netherlands embassies in the areas related to Agriculture and Nature, including innovation, and maintains intensive contacts with the national and regional government and authorities, Dutch and local businesses and civil-society organisations. The Network makes an essential contribution to strengthening the international position of the Netherlands in the areas of Agriculture, including innovation and knowledge and Nature by means of:

- Policy support for the Dutch Ministry of Agriculture, Nature and Food Quality;
- Providing business services to the Dutch agribusiness sector;
- Bilateral and multilateral economic and policy cooperation.

The Netherlands is the second largest agricultural exporter in the world and is a key player in agricultural innovation.

The principle task of the Network is promoting trade, attracting investments, stimulating knowledge exchange and negotiating market access for Dutch agriproducts. Additionally the Agricultural Network makes in certain countries a contribution to the strengthening of the Food Security.

The Agricultural Network adopts a proactive approach, actively identifying opportunities for Dutch agribusiness and establishing direct contact with the relevant stakeholders, by networking and via newsletters, 'agroberichtenbuitenland.nl', social media and websites, such as the website of the embassy.

Within the Dutch Ministry of Agriculture, Nature and Food Quality the directorate-general for Agro and Nature (DGAN) is responsible for Agriculture; issues like the Common Agricultural Policy, rural development, phytosanitary and veterinary affairs, innovation & knowledge and fisheries.

General features of the job and duties

The Ministry of Agriculture, Nature and Food Quality is looking for a Senior Policy Advisor Agriculture "Agricultural Assistant" in Budapest to assist the Dutch Agricultural Counsellor at the Embassy of the Kingdom of the Netherlands in Hungary.

The Senior Policy Advisor Agriculture "Agricultural Assistant" is part of the agricultural team "LAN/Budapest". The Agricultural Assistant:

- ❑ Analyses information and developments in Hungary relative to the policy fields of the Ministry of Agriculture, Nature and Food Quality ;
- ❑ Drafts background information for the Agricultural Counsellor and the Ministry of Agriculture, Nature and Food Quality ;
- ❑ Identifies proactively opportunities for economic and policy cooperation between the Netherlands and Hungary and translates these opportunities into concrete proposals;
- ❑ Identifies proactively business opportunities for Dutch companies and knowledge institutes and promotes consortia of Dutch and Hungarian companies;
- ❑ Organises incoming and outgoing trade missions and other trade related (import/export) activities and trade fairs;
- ❑ Identifies bottlenecks in trade transactions and formulates or contributes to solutions;
- ❑ Has an in-depth understanding of the political and economic landscape in Hungary related to Agriculture (ministries, political parties, universities, business organisations, NGO's, etc.);
- ❑ Establishes and maintains network contacts for carrying out to the above tasks;
- ❑ Cooperates with the other colleagues of LAN/BDP, the Embassy in Hungary, the worldwide Network and the Ministry of Agriculture, Nature and Food Quality in the Hague;
- ❑ Proactively uses a worldwide electronic relation management system of the Dutch government (Achilles);
- ❑ (Co)Drafts articles for Agroberichtenbuitenland.nl;
- ❑ Reports directly to the Agricultural Counsellor who has final responsibility;
- ❑ Translates when necessary during meetings from Hungarian into English;
- ❑ Translates background information from Hungarian into English.

Actual duties

The Senior Policy Advisor Agriculture "Agricultural Assistant":

- ❑ Analyses political and economic information and draft reports;
- ❑ Contributes to the planning, organisation and evaluation of bilateral partnership projects in relation to agriculture, innovation, nature, water management, environment and sustainable development;
- ❑ Is responsible for the preparation, planning, support and guidance of business development among which are Dutch trade missions and other promotional activities, such as participation in fairs and exhibitions, representing EZ interests and policy;
- ❑ Identifies bottlenecks and makes a contribution to solutions;
- ❑ Is responsible for information gathering on the relevant area of operation by studying literature and reports, contributing to research and advising on the relevant policy, including the independent interpretation and analysis of the data collected.

Knowledge and skills

Level of education: At least educated to a higher professional level, preferably a university degree in the field of agriculture;

Level of experience: A minimum of five years' experience required.

Knowledge

- ❑ General knowledge and understanding of agriculture, forestry, nature and fisheries policy, legislation and regulations, government structure and agribusiness;
- ❑ General knowledge of the Common Agricultural Policy (CAP) and other relevant European policies;
- ❑ General knowledge and understanding of current political, social and policy developments in Hungary;
- ❑ General knowledge and understanding of economic developments in agro trade for Hungary;
- ❑ Good verbal and written command of Hungarian and English and preferably German;
- ❑ Native Hungarian speaker. A command of the Dutch language is desirable or a willingness to learn Dutch. Familiarity with and ability to adapt to Dutch culture and customs.

Skills

The Senior Policy Advisor Agriculture "Agricultural Assistant" is a networker with an entrepreneurial spirit who can work independently within the agricultural team (LAN/BDP) at the Netherlands embassy, who proactively identifies opportunities and knows how to turn these opportunities into actual activities leading to results.

The "Agricultural Assistant":

- ❑ Has Excellent communication and contact skills;
- ❑ Is a natural networker and has the capacity to build, maintain and expand a network of contacts in all relevant fields;
- ❑ Is able to translate insights and information into policy recommendations, work plans and reports;
- ❑ Can work independently and proactively reports to the Agricultural Counsellor;
- ❑ Has up to date computer knowledge and skills and is able to switch to new ICT based easily.

Competencies

- ❑ Team worker with strong ability to work independently and cooperate in a (small) team
- ❑ Goal-orientated
- ❑ Business orientated
- ❑ Integrity
- ❑ Organisational sensitivity
- ❑ Initiative
- ❑ Networking skills
- ❑ Analytical thinking
- ❑ Flexibility
- ❑ Stress resistant

Working environment and contacts

Working environment

The Agricultural Network is part of the organisational structure of the Embassy. The Embassy of the Kingdom of the Netherlands in Hungary is the home base of the Agricultural Counsellor who is accredited to Hungary, Austria, Serbia and Montenegro (LAN/BDP).

The Agricultural Counsellor is the manager of the LAN/BDP. The Agricultural team in Budapest consists of the Counsellor, a Senior Policy Advisor Agriculture "Agricultural Assistant" and a Junior Policy Advisor Agriculture. The "Agricultural Assistant" for Serbia and Montenegro is based at the Dutch Embassy in Belgrade. LAN/BDP cooperates closely with the Economic Department of the Netherlands Embassy in Budapest and with other sections within the Embassy as well as the embassies in Belgrade and Vienna. The Agricultural Network is responsible for agribusiness affairs.

Contacts

- ❑ With Homebase LAN at the Netherlands Enterprise Agency (RVO.nl) in The Hague and with other Agricultural Networks worldwide;
- ❑ With the Ministry of Agriculture, Nature and Food Quality in the Hague, the Ministry of Foreign Affairs and when necessary with other Dutch ministries;
- ❑ With Hungarian national or regional ministries and authorities, professional organisations and the business community;
- ❑ With your colleagues at the Netherlands Embassy in Budapest and especially with team members of the Economic Department as well as the (agricultural and economic) colleagues at the Netherlands embassies in Vienna and Belgrade;
- ❑ With independent civil society organisations, such as NGO's in Hungary;
- ❑ With news media for public information, PR and press releases in Hungary.

Letter of interest

If you are interested in this position, are result-driven, would like to work in a small team and can work independently, are proficient in English and Hungarian, and preferably in German and/or Dutch, have a clear affinity with agriculture, and have relevant professional experience of at least five years, please send your letter of interest and CV in English to bdp-lnv@minbuza.nl, not later than 7 January 2018.

You can address the letter to Embassy of the Kingdom of the Netherlands, Mr G. Kits Nieuwenkamp, Agricultural Counsellor.

In case you have any further questions, please contact Mr Geert Kits Nieuwenkamp at bdp-lnv@minbuza.nl or +36 1 33 66 300