

Job Vacancy

Academy Coordinator

For creating an Academy Network Software platform

Part-time / 20 h per week

The Economy for the Common Good (ECG) is an economic model, which makes the Common Good, a good life for everyone on a healthy planet, its primary goal, and purpose.

At the heart of this concept lies the idea that values-driven businesses are mindful of and committed to human dignity, solidarity and social justice, environmental sustainability, and transparency and co-determination.

To develop and promote this economic model, a grassroots volunteer movement formed in 2010. It is organized into ECG Local Chapters, Hubs (permanent working groups) and regional and national associations. To support the global ECG movement, the International Federation for the Economy for the Common Good e. V. acts as an international umbrella organization.

Your Role

The International Federation for the Economy for the Common Good e. V. facilitates quality ECG and sustainability education for various audiences. The ECG Academy is designed as a shared infrastructure for an international network of academies, educational providers, and trainers. It will be a platform owned and curated by the ECG International Federation, filled with educational offerings by trainers worldwide. Your scope of duties requires understanding of the underlying needs of diverse international stakeholders and maximize value for them, while ensuring alignment with the broader strategic vision and the requirements of the ECG movement. The job takes 20 h per week and is designed for a one-year period, with the option to continue if the startup phase is successful.

Tasks include

- Co-ordinate the design of a network platform as a moderator between stakeholders and IT professionals to facilitate the offering of ECG education and trainings for individual trainers, educational institutions, and partners worldwide
- Build relationships and collaborate with ECG national associations, hubs, co-ordinators, trainers, existing ECG course providers, internal and external audiences to

systematically understand their needs, expectations, and priorities for iterations of an Academy business model and network platform

- Form a stakeholders' group including representatives of relevant ECG hubs and individual trainers
- Collect stakeholder feedback and moderate conflicts of interest
- Develop and manage processes related to Academy administration and finance (ECG income contribution, fees, affiliate provisions, reporting necessities, etc.)
- Represent the Academy project and liaise internally with key ECG groups, e.g. Professional Services circle, ECG Management team, Hub Coordination etc., to ensure integration and alignment.
- Document all agreements and decisions made and write a user's manual for the Moodle software platform
- Ensure Moodle platform is properly configured and updated
- Report monthly on activities, achievements, and performance indicators to line manager incl. measurement of performance indicators
- Report regularly to broader audiences within the movement (project marketing)

Your profile

- You have experience in creating and operating an online educational platform
- You have relevant work experience in the field of education
- You have relevant experience in appreciative, effective communication with a broad variety of international stakeholders
- You have strong moderation skills and are good at negotiating and building relationships with people
- You have strong project management skills
- Our organization is strongly rooted in the German-speaking area. Fluency in German and English are required.
- You are able to work in an international team in a complex and rapidly changing environment
- You are reliable, team-oriented, flexible, and are willing to take responsibility
- You identify yourself with the idea of the Economy for the Common Good

We offer

- Ability to work from our office in Hamburg or remotely
- 20 hours per week, flexible working hours with 30 days of vacation
- Motivated team of purpose-driven people
- We offer an employee's contract (in Germany), but are also open to freelance contractors
- Payment based on ECG salary model. Contracts outside Central Europe may differ due to different purchasing power and adjusted costs of living.

Be part of our movement and an awesome team of staff and volunteers and help work for an economy designed to promote a better life for people and planet.

To apply for the position please send a CV and a supporting statement outlining your experience and suitability for the role and addressing each point listed under "Your profile" to federation@ecogood.org by March 31, 2023.

ECG welcomes applications from those who are under-represented in society. Interviews will be held online. We will be happy to discuss your access requirements.

www.ecogood.org