



**Job description**

<b>Job title</b>	Services Development Manager				
Job code		Date	July 2018	Version	V.0
Reporting to	European Location Services Transition Programme Manager				

**Purpose of job**

To understand user's requirements for European reference datasets and interpret these into services developed to maximise the use of member's national products and services on a European level.

**Location**

The role, at the discretion of EuroGeographics, can be undertaken from the person's normal place of work or within EuroGeographics Head Office in Brussels.

**Main Activities**

- Lead EuroGeographics services development effectively translating user requirements into service solutions.
- Lead EuroGeographics' contribution in data supply and data contributors' activities to the "Open European Location Services (Open ELS) project"
  - Lead the work in Open ELS tasks related to data supply and manage data contributors
  - Play a significant role in the Open ELS serve development by ensuring availability of national boundary data for the edge-matching process and geographical names for users search tools.
  - Contribute to the implementation of effective tools for validation, quality and performance checks
  - Manage data supply governance and data supply processes
  - Develop guidelines for cross-border representation
  - Define engagement plan to extend coverage on European Location Services and Open ELS

**Knowledge and skills**

- Experienced in similar projects (building pan-European geospatial services)
- First-hand experience of working for at least one European NMCA
- Experience of working in a multi-lingual, multi-national environment
- A degree in a Geographic Information related discipline
- Good understanding of the technical issues affecting geo-information in Europe.
- Good record of delivering products and services with experience of co-ordinating activities across different organisations within different countries
- Project management skills
- Expert networking skills; the ability to build effective relationships and use them to deliver
- Ability to analyse complex information explain it to others and take appropriate action
- Excellent interpersonal and communication skills; fluent in oral and written English and understanding
- The ability to adapt to changing priorities and the willingness to adopt a flexible approach

- Able to work independently and be outcome focused.

**Behaviours and Competencies**

- Personal drive and self-motivation
- Positive energetic attitude, outcome focussed
- Collaborate effectively to gain consensus
- Confidence to take decisions The ability to get the best from people
- Team player able to collaborate effectively
- Confidence to take decisions
- Responsive to changing priorities, able to be flexible
- Confident to take the initiative, make effective decisions and work independently
- Organisational commitment

**Contacts and communications**

What are typical regular contacts/communications of this post?

- EuroGeographics Secretary General and Executive Director
- ELS Transition Programme Manager
- EuroGeographics Head office team
- Open ELS Activity and Task Leaders
- EuroGeographics Members
- European Commission and European Commission Officials

**Decisions made independently by the post holder**

To carry out actions agreed in the Open ELS project plan and description.

**Budgetary responsibility**

Yes – for the activities agreed and approved in Open ELS project budget.

**Leadership and team-working**

Does this post have any formal or informal staff management responsibility?

Yes – leadership of project task teams

**Content agreed:**

Line Manager



Job holder



Director