



Fairtrade Labelling Organizations (FLO) International e.V. is the leading Fairtrade standard setting and certification body. It regularly inspects and certifies more than 700 producer organizations in more than 60 countries in Africa, Asia and Latin America. It permits nearly 1,5 million producers, workers and their dependents in more than 60 developing countries to benefit from labelled Fairtrade.

FLO International e.V. is divided into the following two organizations:

**1. FLO International e.V.** is a publicly recognized non-profit multi-stakeholder association involving FLO's 23 member organizations (Labelling Initiatives and producer organizations), traders and external experts. It develops and reviews standards and assists producers in capitalizing on market opportunities.

**2. FLO-CERT GmbH** is a limited company that coordinates all tasks and processes all information related to the inspection and certification of producers and trade. Operating independently from any other interests, it follows the international ISO standard for certification bodies (ISO Guide 65).

The standards unit of FLO e.V. currently has a vacancy for an

### **Standards Officer “Pricing”**

**Job Title:** Standards Officer FLO e.V.

**Reports to:** Standards Manager FLO e.V. who manages the Pricing Subunit under the supervision of the Standards Unit Director.

**Function:**

The post holder will contribute to the development and management of standards in particular of Fairtrade Minimum Prices and Premium and related standard setting methodologies.

**Core Responsibilities:**

- Contribute to setting and review of Fairtrade Minimum Prices and Premiums
- Management of standard setting projects including projects with external consultants

**Tasks:**

- Contribute to drafting, updating, editing and translating generic and product-specific standards (pricing sections) and FT minimum prices and premium, both for products for which Fairtrade standards exist and for new products; consulting with the Fairtrade certification organization and with Fairtrade stakeholders, other organizations and persons as appropriate;
- Design of standard setting projects, preparation of the necessary papers (progress and final reports) to the Standards Committee and/or the Standards Director for decision-making on standards. If applicable design of such projects by tendering of those projects, selection of consultants, guiding the consultant during the project and final endorsement of the consultant's report.
- Comparative analysis of Fairtrade standards and other standards (pricing parts), and contribute to defining relationships between these;

- Contribute to the development and improvement of standards methodologies in pricing for Fairtrade labelling;
- Contribute to discussions on standards and policies of labelled Fairtrade, in particular within the framework of the Standards Committee;
- Ensure the updating of standards in all of FLO's information and communication;
- Contribute to execution of general (office) tasks related to work in standards and policies as they come up.

## **QUALIFICATIONS:**

### **Required:**

- Educational background in economics, preferred with application to agriculture and development
- Minimum 1 year relevant professional experience
- Professional experience with project management and outsourcing of projects to consultants
- Fluent in English. Proficient knowledge of at least Spanish or French, both languages would be preferred
- Excellent communication skills both in writing and verbally and analytical capacity to make complex issues easily understandable
- Advanced knowledge of smallholder and worker's social and economic conditions in developing countries
- Strong motivation for Fairtrade and its standard setting and guaranteeing system
- Microsoft Windows expertise

### **Desired:**

- Qualifications and experience in development or application of standards and procedures
- Professional experience of work in international development, particularly small business development
- Professional experience of work in the not-for-profit sector
- Facility in dealing with different cultures
- Team player
- Ability to work against standard operating procedures and fixed FairTrade principles

## **TERMS:**

- The job is full-time and is based in the FLO e.V. office in Bonn, Germany
- The working language is English
- Salary is paid according to Collective Bargaining Agreement (Gross- und Aussenhandel NRW), salary range V plus an attractive benefits package
- 30 days holiday
- Start of employment: ideally December 2008 or shortly later

### **To apply:**

- Please consult [www.fairtrade.net](http://www.fairtrade.net) for more information on Fairtrade Labelling Organizations International e.V. (FLO) and its members
- Please apply by email only, in English, with both your Curriculum Vitae and motivation letter (including possible starting date and salary indication) to Mrs. [c.halm@fairtrade.net](mailto:c.halm@fairtrade.net) referring clearly to the job announcement and job title
- Deadline for applications is October 21st, 2008
- Please note that FLO is strict on compliance with required qualification criteria mentioned above. Furthermore, only those candidates selected for interviews will be contacted. First interviews are planned for the first half of November.