

Fairtrade Labelling Organizations (FLO) International is the umbrella organization of Fairtrade worldwide. Its members consist of Labelling Initiatives (LIs), which promote Fairtrade in various consumer markets and Producer Networks (PNs), which represent producers participating in Fairtrade.

FLO International is composed of the following two organizations:

1. **FLO International e.V.** is a publicly recognized, non-profit multi-stakeholder association of its member organizations. FLO e.V. has a department that sets the standards which Fairtrade producers and traders must follow. It also has a department that supports producers to achieve Fairtrade standards and that maintains basic information about Fairtrade products.
2. **FLO-Cert GmbH** is a limited company that is responsible for inspecting and certifying producers and other supply chain actors against the Fairtrade standards set by FLO e.V. FLO-Cert operates independently from any other interests. FLO-Cert is accredited by ISO 65 and is thus required to maintain its independence.

The Producer Business Unit (PBU) is the producer support department of FLO e.V. The PBU is charged with supporting producers to understand and comply with the Fairtrade standards, as well as to maintain basic information about Fairtrade products. Currently, the PBU is recruiting a candidate for the position of:

Regional Coordinator Central America and Mexico

Product coordination: Coffee

Location: In the region

Reporting to: Regional Manager Latin America

Key tasks include:

- Coordinating field work related to producer support. The fieldwork is done by local consultants known as Liaison Officers (LOs)
- Managing LOs under the supervision of the Regional Manager
- Maintaining an overview of producer certification status and tracking progress on producer support
- Maintaining an overview of product availability in the region and of market opportunities for producers from the region
- Developing expertise on Fairtrade system, as well as of relevant factors in the region of the coordinator's responsibility
- Providing feedback to the Standards Unit of FLO e.V. during their standard setting processes
- Providing information to PBU colleagues and Licensing Initiatives (LIs) with information on key producers and supply chains
- Communicating with traders and producers to provide information about Fairtrade and producer support
- Conducting background research and analysis as necessary
- Working together with the PBU team to develop and achieve common objectives
- Maintaining global overview of Fairtrade supply and demand for assigned product.

Person specification:

Required:

- University degree in business, agriculture, development or any other relevant subject
- At least 2 years of working experience
- Fluency in English and Spanish
- Excellent communication, organizational, and analytical skills
- Experience of the Region
- Work experience in a similar position
- Ability to communicate in an international environment
- Cross-cultural skills, Team player
- Leadership skills
- Adaptability and flexibility
- Willingness to travel in very basic conditions

Desired:

- Working experience in grassroots work with farmer organizations or workers

- Business development experience, supply chain expertise and/or development work experience (experience working with a combination of business and development is highly desired)
- Experience with one or more of the following:
 - certification schemes
 - standards and standard setting

Terms of the contract:

Consultant contract for twelve month period, renewable possibility

To apply:

Please consult www.fairtrade.net for more information on Fairtrade Labelling Organizations International and its members.

Applications (motivation letter, honorarium indication, curriculum vitae and two references) should be sent to the following address: applications@fairtrade.net, with the reference: RC CA

Deadline for applications: 6th June, 2008

Only those applicants will be contacted who will be invited for an interview

Interviews are planned for the second half of June