

Job opening: Knowledge Associate

We are EVPA, Europe’s impact finance network.

EVPA is a unique network at the intersection of finance and purpose, driven by knowledge and focused on impact. We strive to increase prosperity and social progress for all, fix inequalities and injustices and preserve the planet.

We unite capital providers (impact funds, foundations, corporate social investors, banks, public funders) and social innovators of all sorts – from household names to emerging new players. All capital providers have a crucial role to play in driving transformative change. EVPA offers strategies, insights and practical wisdom for wherever you are on the continuum of capital.

Making more capital impact capital

We mobilise resources and ensure impact capital is deployed with maximum effectiveness – because our greatest challenges for people and planet won’t stand for half measures.



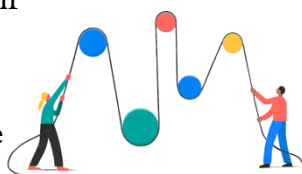
Making more people impact people

If you’re impact, you’re in – and we can set you up for success. We work to accelerate, scale and safeguard impact as new actors enter the impact finance space.



Taking collective impact action

The silo-breaker.
The partnership maker.
The collaborator.
The missing piece of the impact puzzle finder.
We are all of the above.



Taking impact wider and higher

We’re building an expansive and harmonious global impact ecosystem, setting up new markets in eastern Europe, Middle East and north Africa. Our EU policy work presses for a thriving and inclusive impact market.



Making impact history: In 19 years we went from eight to 300 members strong. We built a unique data hub for the impact space, trained 1,000+ impact champions, produced standard-setting and bar-raising guidelines on investing for impact and impact measurement and management. We established a strategic presence in the EU policy sphere and play a vital role in global impact collaborations on data and strategy.

Learn more evpa.ngo

Job Description

As part of the Knowledge and Programs team, the Knowledge Associate will conduct analyses and researches to collect insights from the EVPA community and the impact ecosystem at large, and will help disseminate it through a variety of formats, including articles, reports and webinars. In addition, the Knowledge Associate will be responsible for coordinating EVPA's internal impact measurement and management activities.

This is a full-time role based in Brussels (EVPA's office). The role reports to the Knowledge Manager.

Roles & Responsibilities

As a **Knowledge Associate** you will be...

- Conducting analysis and research, which entails:
 - Supporting EVPA knowledge and community engagement activities, including member-only gatherings, individual interviews, e-talks and in-person sessions
 - Participating in research groups, communities of practice and other gatherings to extract relevant information to generate new knowledge
- Coordinating EVPA's internal impact measurement and management activities, which entails:
 - Developing a framework to monitor EVPA's impact performance through clearly defined KPIs
 - Collecting impact data and practical cases to measure EVPA team's impact performance and producing reporting materials
- Disseminating knowledge and content with EVPA community and impact ecosystem at large, which entails:
 - Drafting hands-on research materials, such as blog posts, articles and short reports, and shaping clear and effective messages coming from the insights collected from our community
 - Collaborating with the Marketing and Communications Department to explore new and innovative ways to disseminate content through different formats (e.g. videos, podcasts, etc.)

Note: *The above list is aimed at providing an overview of main responsibilities and task, but it is not aimed to be comprehensive.*

Skills & Qualities

- Master's degree in fields such as economics, business administration, political science or philosophy (other fields will still be considered)

- At least 4 years of work experience in domains linked to knowledge development and research
- A basic knowledge of social investment/ impact investing is a minimum requirement for the job
- You have advanced Excel, Power Point and Office Suite skills
- Written and spoken fluency in English required, and other European language(s) are considered as a plus
- Excellent writing skills in English, including reports, short articles and summaries
- Well organised and able to work on projects independently
- Flexibility and willingness to adapt to changing working schedules
- Proactive attitude with attention to detail and accuracy

What we offer

- A competitive salary package (13th salary, holiday pay, transportation and home office allowance, meal vouchers)
- Full-time position
- Flexible working hours and work from home policy
- Additional holidays
- Training and personal development budget
- Group health and pension insurance
- A friendly, open working environment

More information and how to apply:

Please visit [our website](#), [impact stories](#) and our [LinkedIn profile](#).

Interested in applying? Please send your resumé with a cover letter to recruitment@evpa.ngo

Applications will be reviewed on a rolling basis so we strongly encourage early applications. The application **deadline is 26 March** (ideal starting date: 11 April). Once your application has been sent, we thank you not to get in touch. Only qualified candidates will be contacted for interviews. If you do not hear from us within two weeks of the closing date please presume your application has not been retained on this occasion.

EVPA is an equal opportunity employer. We celebrate and practise diversity in all its forms and are committed to creating an inclusive environment for all of our employees.