



## **Job Description and Person Specification**

### **Local Urban Experts**

3-day missions throughout the year

Volunteering

#### **Location**

Athens GREECE, Cairo EGYPT, Torino ITALY, Paris FRANCE

#### **Ongoing Vacancies**

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# 1. Urban Transcripts

We work on city making by bringing together research, community participation and design.

Urban Transcripts was born of a desire to create a new tool through which to explore the city as a complex phenomenon in a participatory and cross-disciplinary way. It was initiated in 2010 as an annual programme of events such as exhibitions, conferences, and workshops, focused on, and hosted in, a different city every year. Our point of departure was to grasp and effectively communicate the complexity of the city through a three-fold “urban transcript” where arts, theory and research, architecture and urbanism, complement and confront one-another.

Currently our work focuses on Urban Laboratory projects for cities and urban areas: integrated research-participation-design projects that start with an urban problem and end with the generation of urban design and policy proposals. Focused on a specific urban agenda and sensitive to the particularities of place, the Urban Laboratory fosters collaboration across countries, disciplines, communities and institutions, generating multi-dimensional design- and policy-based solutions to urban challenges that are socially just and environmentally sustainable.

We respond to the urban challenges of the future through a holistic approach: through research we analyse the urban process and identify strengths and weaknesses; through community participation we engage citizens and stakeholders in the urban development process; through design and policy solutions we re-shape and re-programme the urban fabric creating sustainably successful places. Each of our projects starts as a unique urban problem to resolve. Fusing expert research and public participation into the design process we provide innovative solutions addressing the socio-economic and environmental challenges our cities are facing.

## 2. Job description

Each year we run a number of Urban Laboratories in different cities and countries. We are looking for per-project collaborators to join us during the workshop phase of these projects as Local Urban Experts, for periods of 3 days throughout the year, sharing their local knowledge, research, and lived experience of their city. Additionally, this role will require an average of 2 days preparation time before the workshop, which can be spread in the preceding 4 months. This is an excellent opportunity to join an international network of urban experts and collaborate towards the development of innovative proposals addressing the challenges our cities are facing.

### Overall objective

To provide insight on the urban development and particular social, historical, economic, and cultural features of a city and/or an area of a city.

### Duties and responsibilities

1. Preparation of a short report and presentation on a specific urban site and/or theme.
2. Preparation and running of a site visit.
3. Research, compilation of resources and provision of documentation, relevant to site/theme of study.
4. Collaborate with a Workshop Mentor towards the preparation of a workshop unit proposal.
5. Participation in team discussions and project reviews.
6. Facilitation of teamwork.

### Key contacts

Local Urban Experts report to the Workshop Leader and work closely with Workshop Mentors.

### Key deliverables

4-3 months before the workshop: Short report on local urban site

3-2 months before the workshop: Workshop unit description, in collaboration with a Workshop Mentor

### Location

Positions are linked to upcoming projects in Athens GREECE, Cairo EGYPT, Torino ITALY, and Paris FRANCE. Local Urban Experts should be based in one of these locations.

### Remuneration

This is a volunteering position. Allowances for expenses and an honorarium are provided.

### 3. Person specification

This post will suit urban explorers coming from various fields passionate about the particular, if not so obvious, features that make their city unique.

#### **Essential skills and experience**

1. Knowledge of urbanism and an understanding of the city as a complex spatial, economic, and cultural structure within historical and social dynamics.
2. Expertise and/or research interests specific to a particular city and/or urban areas and sites of a city.
3. Strong report writing and editing skills.
4. Excellent presentation and spoken communication skills.
5. Strong research skills.
6. Strong interpersonal communication and team coordination skills.
7. Fluent in spoken and written English.

#### **Desirable skills and experience**

1. Post-graduate studies in urbanism, geography, planning, or related fields.

## 4. Notes on applying

To apply for this post please send a cover letter accompanied by your CV to [jobs@urbantranscripts.org](mailto:jobs@urbantranscripts.org). In your cover letter please mention the urban sites and themes you have been exploring in your city.

Vacancies are ongoing, applications are reviewed on a monthly basis.

For any further enquiries please contact Yiorgos Papamanousakis at [yiorgos@urbantranscripts.org](mailto:yiorgos@urbantranscripts.org).