

## **Traineeship Programme 2019 - 2020**

### **Institutional Cooperation & Networks Unit (INST)**

#### **Description of the Unit**

The Unit Institutional Cooperation & Networks (INST) is responsible for external cooperation. This includes cooperation with the Agency's institutional partners at the international, EU and national levels – intergovernmental organisations, EU institutions, national human rights infrastructure, and civil society.

The Unit stays abreast of policy and legal developments relevant to the Agency's work and helps the Agency respond to stakeholder needs for independent fundamental rights advice. The Unit acts as a hub by connecting, convening and supporting different human rights actors.

The Unit facilitates and maintains the Agency's institutional cooperation with:

- EU Institutions: in particular the European Parliament and Council of the European Union, but also the European External Action Service (EEAS). The European Commission is a direct counterpart for all FRA Units and institutional relations are therefore decentralised
- Member States: national governments (including through the network of National Liaison Officers) and national parliaments
- Intergovernmental Organisations: Council of Europe, United Nations, OSCE/ODIHR
- National Human Rights Institutions, Equality Bodies and Ombuds institutions
- Civil society (Fundamental Rights Platform)
- EEA & Norway Grants
- EU Framework to promote, protect and monitor implementation of the CRPD
- Bodies of the Agency: Management Board, Executive Board and Scientific Committee

#### **Which tasks are expected in this unit?**

- Supporting inter-institutional and stakeholder relations, including for example the preparation of visits of the Director to EU Member States, engagements with EU institutions and intergovernmental human rights organisations, and the Agency's networks;
- Tracking and analysing policy and legal developments in the EU (European Parliament, Council, Commission, Member States);



- Tracking and analysing reports from intergovernmental human rights organisations;
- Supporting FRA external meetings and events;
- Drafting reports, internal briefings and external correspondence.