



# ICC experts

## Open Expression of Interest – Guidance document



European  
Commission

the Intelligent Cities Challenge is funded by  
the Single Market Programme

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## 1 Introduction

Dear ICC community,

We are pleased to announce that more than 60 cities will embark on the Intelligent Cities Challenge (ICC)!

The Intelligent Cities Challenge (ICC) is a European Commission initiative supporting European cities towards the green and digital transition of their local economies, through **Local Green Deals**. ICC helps cities harness the power of cutting-edge technologies, while improving their economic competitiveness, social resilience and the European citizens' quality of life.

### What are Local Green Deals?

**Local Green Deals** have the aim to **align and integrate cities' sustainability goals** and strategies with the European Green Deal - encompassing eight thematic areas, with **the net zero transition at its heart** - and accelerate a movement from commitment to action. LGDs have to be understood on two levels:

- 1) The city's sustainability management as an **organisational capacity**
- 2) LGDs as an instrument, i.e., the single 'deals' as **concrete, written agreements** between the city and its stakeholders

Read more about Local Green Deals in the ICC Blueprint for Action: <https://bit.ly/3NVchnc>

As part of the delivery of advisory services for the next phase of ICC, we intend to onboard both experts from the existing network but also new experts, in order to onboard new perspectives and expertise in line with the ICC objectives.

It is now time to express your interest to lead or to offer sector or thematical advice to one or more of the selected cities. Before providing you with more information on the profiles we seek and guidelines on how to apply for the expert functions, we list below the main updates of this phase, of relevance to the Expression of Interest for the advisory services:



Figure 1 Main differences from previous ICC phase

## Network of cities

- Network of ICC cities across Europe
- Participation of core and mentor cities

## Support to tackle the green and digital transition

- **Three core ICC sectors**
  - Mobility and transport: implementing innovative transport solutions for the urban area
  - Energy and renewables: Green and digital transformation of construction industry and built environment
  - Construction and built environment: implementation of renewable energy at large scale
- **Five secondary ICC sectors:** Culture and creative industries, Tourism, Small and local retail, Textiles and Agri & Food

## Thematic support

- Complementary support will be offered around four themes: Funding, procurement, skills and social economy

## Experts support

- From 1:1 support to 1:many lead expert assignments

## Green transition

- All cities to complete at least one Local Green Deal in collaboration with local businesses and civil society

This document serves to facilitate the choice of expert providing advisory services to cities, and to help prospect experts with understanding the role and requirements as well as process. The following information is provided:

1. **ICC expert roles:** Information on the foreseen expert roles of the advisory teams
2. **Selection process:** Overview of the steps in the selection process of lead, sector and thematic experts

*The Expression of Interest (EOI) for the ICC Lead expert role **was closed on 15 August, 2023***

*The Eoi for Sector experts and Thematic experts to be closed at a later stage*

## 2 ICC expert roles

We foresee different roles for experts for the in city advisory services, including a lead expert role and a sector expert role. Please carefully read the expectations in terms of main tasks, skills and experience.

### Lead expert

The lead expert is the city's champion, who guides the city through the ICC programme. They act in a range of capacities - as a coach, advisor, supporter and critical friend. The lead expert is invested in the city's success and will help it shape its trajectory to deliver maximum impact.

Given the focus of the ICC programme on Local Green Deals (LGD), lead experts will be guided to them through the LGD training. Based on the steps of [the ICC LGD Blueprint](#), the training will support lead experts to understand Local Green Deals and to facilitate their development in ICC cities during the programme.

<b>Characteristics</b>	<ul style="list-style-type: none"> <li>• Lead experts work with one or several cities and act as their go-to contact for questions, guidance and support, and has an in-depth understanding of the ICC programme landscape and stakeholders</li> <li>• <b>Needed experience</b> – minimum of 5 years prior experience in the field of implementing municipal sustainability initiatives (essential), experience advising local authorities (essential), digital transformation experience (highly preferred), collaboration with the business sector (essential)</li> <li>• <b>Skills</b> – structuring problems, suggesting solutions and prioritizing next steps, fluent in local language, strong communicator, project management skills, understanding of Local Green Deals</li> </ul>		
<b>Main responsibilities</b>	<b>Coaching cities during Strategy Refresh</b>  Guide cities during Strategy refresh phase, where they choose sector path and intensity track	<b>Coaching advanced track</b>  - Facilitate frequent local events (in-person or online) with core city - Provide in-detail guidance on next steps based on the fast-paced city progress on at least ~2 LGD partnerships	<b>Coaching foundational track</b>  - Facilitate regular local events (in-person or online) with core city - Provide support and guidance on next steps based on the city progress on ~1-2 LGD partnerships
<b>Selection details</b>	<ul style="list-style-type: none"> <li>• Lead Experts ideally to be based in the country of the supported city, but this is not strictly required</li> <li>• Lead experts will be selected based on the best quality individuals available of those who qualify</li> <li>• Lead Experts may have more than one city, depending on the context</li> </ul>		

### Sector expert

Sector experts are the source of rich, detailed implementation knowledge. They will assist cities within their chosen sector path, by sharing their expertise in the field. They help implementations get specific and impactful.

<b>Characteristics</b>	<ul style="list-style-type: none"> <li>• Sector experts work with cities within the sector paths on tackling specialist challenges</li> <li>• <b>Needed experience</b> – minimum 5 years of relevant city or innovation advisory (essential), experience with digital transformations and green transition (twin transition) (preferred). Experience in the core (Mobility and transport; energy and renewables; and construction and built environment) and secondary sectors (tourism and cultural and creative industries) is also welcome</li> </ul>		
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	<ul style="list-style-type: none"> <li>• <b>Skills</b> – broad technical experience across a sector, and deep technical expertise in stakeholder heavy challenges, proficient in English</li> </ul>		
<b>Main responsibilities</b>	<p><b>Create content</b></p> <p>Provide content materials within expert's area of expertise as aligned with sector path coordinator</p>	<p><b>Coaching advanced track</b></p> <p>Coach cities 1-on-1 and in group sessions on LGD partnership developments along the way in order to unblock problems regarding the sector path</p>	<p><b>Coaching foundational track</b></p> <p>Coach cities in groups according to their sector paths in order to solve challenges blocking progress</p>
<b>Selection details</b>	<ul style="list-style-type: none"> <li>• Sector experts will be selected based on the best quality individuals available of those who qualify</li> </ul>		

## Thematic expert

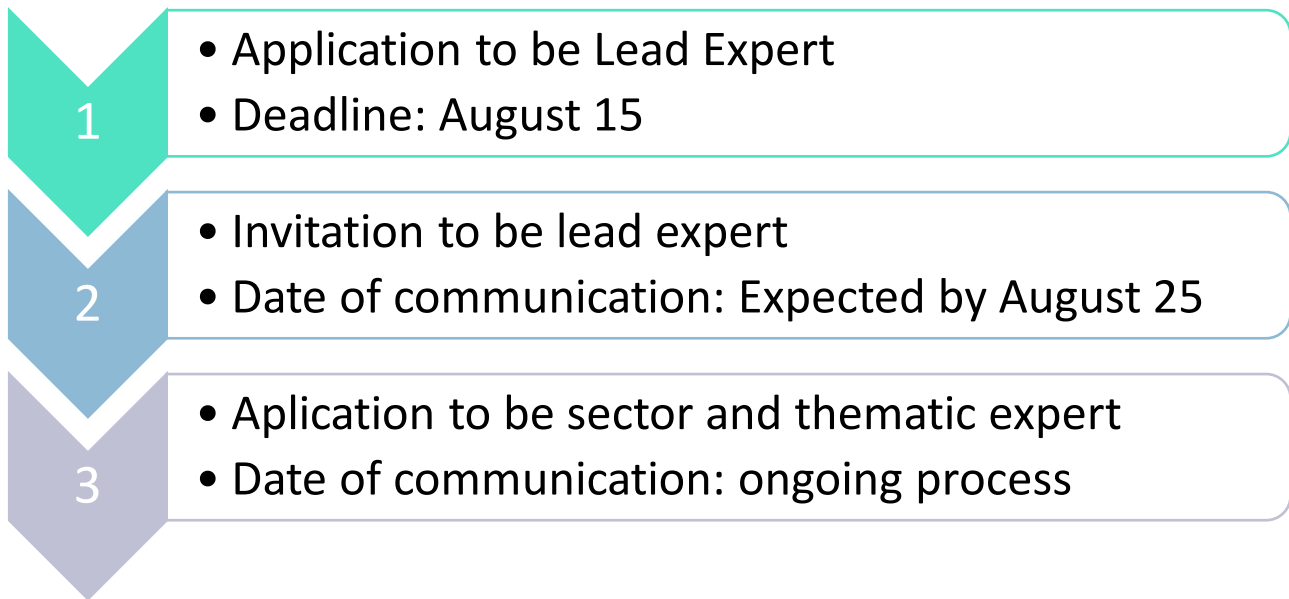
Thematic experts bring in depth knowledge on the 4 themes (funding, procurement, reskilling, social economy). They will assist cities and facilitators to better understand what they can do to successfully bring forward the green and digital transition collaborating with businesses and leveraging public sector entities.

<b>Characteristics</b>	<ul style="list-style-type: none"> <li>• Thematic experts provide cities and ICC facilitators with insights and guidance on their respective topic</li> <li>• <b>Needed experience</b> – minimum 5 years of relevant city or innovation advisory (essential), deep understanding of theme topic (essential), experience with a city's geographic landscape and national opportunities (essential for funding theme, desired for remaining themes)</li> <li>• <b>Skills</b> – deep technical expertise in stakeholder heavy challenges, proficient in English, good communicator</li> </ul>		
<b>Main responsibilities</b>	<p><b>Coaching advanced track</b></p> <p>Tailored 1-to-few guidance to core cities to face niche challenges for the themes they are implementing across LGD partnerships</p>	<p><b>Coaching foundational track</b></p> <p>General 1-to-many guidance to core cities to face common challenges as they try to approach the themes through LGD partnerships</p>	
<b>Selection details</b>	<ul style="list-style-type: none"> <li>• Thematic experts will be selected based on the best quality individuals available of those who qualify</li> </ul>		

## 3 Selection process and benefits

The selection process of the experts is divided in four main steps:

Figure 2 Timeline



### Benefits of being part of the pool of experts:

- Working closely with one of the largest EU supported city initiatives, combining core and mentor cities, from within EU27 and globally
- Network opportunities with likeminded city stakeholders, be it from city departments, the business ecosystem and policy makers
- Being part of the initiative will allow you to be informed about policy and city developments at European Union level
- Remunerated role in any of the three types of expertise

Should you have any questions or would you like to receive additional information, please get in touch with the ICC Helpdesk ([helpdesk\\_icc@technopolis-group.com](mailto:helpdesk_icc@technopolis-group.com))