



2022-BRU-01-FGIV-022048

FG IV - Communication Officer

**POSITION FOR:**

Member of the contract staff FGIV – art. 3b of the [Conditions of Employment of Other Servants](#)

**WE ARE:**

As the science and knowledge service of the Commission, the mission of DG Joint Research Centre (JRC) is to support EU policies with independent evidence throughout the whole policy cycle.

The JRC is located in 5 Member States (Belgium, Germany, Italy, the Netherlands and Spain). Further information is available on the [JRC website](#)

The current vacancy is in the New European Bauhaus Unit of the JRC: We are looking for a highly motivated Communications Officer to coordinate and strengthen the outreach and visibility of the communication activities around the New European Bauhaus initiative, and contribute to the implementation of its communication strategy.

The Communications Officer will work particularly on online communication, social media management, content production (including copywriting and editing), promotion and dissemination.

Further information: [https://europa.eu/new-european-bauhaus/index\\_en](https://europa.eu/new-european-bauhaus/index_en)

**WE PROPOSE:**

We are looking for a Communications Officer motivated to develop and follow up the Unit's information and communication strategy. To ensure timely delivery of quality information and knowledge sharing about initiatives and activities in the context of the New European Bauhaus.

Main activities will include:

- Contributing to the implementation of the NEB communication strategy (e.g. online communications, news production and dissemination, social media outreach, promotion of policy content, etc.);
- Participate as member of the NEB communication team in various internal meetings with Commission services, Commissioners' Cabinets, Spokesperson's Service and NEB Community;
- Supporting the NEB communication team in the coordination of the communication activities across the initiative;
- Writing and editing copy and key messages for the NEB website, NEB social media channels, as well as for other dissemination materials (incl. brochures, presentations, videos, campaigns, etc.);
- Managing the NEB Instagram account and other possible social media;
- Engaging with social media followers to build community relations and respond to comments and queries in a timely and clear manner;
- Contributing to the promotion of upcoming events and activities in coordination with different organisers across the NEB and relevant colleagues in other Commission services;
- Collaborating with the NEB graphic designer on the production of visual elements;
- Acting as the contact point for the collection of inputs for the NEB newsletters, as well as their coordination and production;
- Evaluating and monitoring of communication activities related to the NEB.

**WE LOOK FOR:**

Job requirements in line with the job description

Suitable candidates should:

- Have a completed university studies of at least 3 years attested by a diploma;
- Have professional experience in positions relevant to the job description;
- Have excellent knowledge of English, both spoken and written (CEFR level: C1 or above);

- Have proven professional experience working with social media;
- Have experience in communicating information to different target audiences, using different communication channels;
- Have experience in coordinating and running communication campaigns;
- Have good working knowledge of content management systems (CMS);
- Be diplomatic, client orientated and capable to work in multidisciplinary teams;
- Be able to work under pressure, to prioritise and organize work, delivering quality results;
- Have the ability to conceptualise problems, identify and implement solutions;
- Have the capacity to analyse and structure information.

**INDICATIVE CONTRACT'S DURATION:**

36 months initial contract with possible renewals up to maximum 6 years.

**PLACE OF WORK:**

Brussels (BE)

**ELIGIBILITY CRITERIA:**

Candidates for this contract agent post shall:

– (i) have passed a valid EPSO CAST selection procedure;

or

– (ii) be registered in the [EPSO Permanent CAST](#)

or

– (iii) be registered [in the Specialised Call for Researchers](#) (used mainly by the JRC).

With a valid application number to one of the above, you may then apply for this specific vacancy at JRC through its [vacancy page](#).

**RECRUITMENT POLICY:**

The Joint Research Centre

- Cultivates a workplace based on respect for other people and the environment.
- Embraces non-discriminatory practices and equality of opportunity. In case of equal merit, preference will be given to the gender in minority.