December 2024

**Job Ad: Policy Communications Officer**

**Job Description**

Eurometaux is hiring a **Policy Communications Officer** to join our team. We are looking for a creative, driven individual with experience in EU policy communications to contribute to our advocacy work. The successful candidate will work closely with the Head of Communications and the Policy departments. He/she will help identify opportunities to strengthen the association and grow social media audiences. He/she will make sure the coordination with the members run smoothly - an exciting opportunity for anyone with a strong affinity for organising and problem solving.

Are you passionate about EU communications and advocacy? Curious to understand better why metals are critical for Europe green and digital transitions, and motivated to contributing spreading our messages to policymakers and other stakeholders? If you are looking for a progressive environment full of possibilities for professional development, this role might be interesting for you.

**Key responsibilities**

As a Policy Communications Officer your tasks will include, amongst others:

* Create compelling content for various communication channels (website, newsletter and social media channels)
* Contribute to social media and communications campaigns
* Assist in managing video, podcast and publication projects
* Support the maintenance and updating of our website
* Contribute to our team with ideas and insights
* Assist in the planning of events

**Your profile/ Requirements**

* Minimum 3 years of experience in the EU policy communications landscape and solid understanding of EU policymaking
* Relevant qualifications in European policy, public affairs or communications
* Ability to produce clear, engaging content in English
* Ability to take complex ideas and express them to various audiences
* Familiar with WordPress, Mailchimp, Canva, Google Analytics and social media channels
* A creative thinker with excellent organisational skills and time management
* Team player that is able to collaborate and work with colleagues
* Brussels based; eligible to work in the EU

**Distinct advantages – proven previous experience in**

* Creating communications content: visuals, factsheets, infographics, podcast episodes, newsletters, articles, videos
* Raw materials and related policy areas - energy, sustainability, trade, chemicals management
* EU institutions (traineeship, previous job position)

**What we offer**

* A full-time position in a dynamic team that prioritises employee wellbeing and professional development
* Belgian contract, full time
* Additional benefits: Meal Vouchers – Hospital Insurance – Pension Plan
* A flexible, hybrid working environment

*Eurometaux is committed to diversity, equality and gender balance in the workplace. We encourage applications from all qualified individuals.*

**How to apply**

Please send your CV and a motivation letter to comms@eurometaux.bewith the subject line: “Eurometaux Policy Communications Officer – [Your Name]”. **LinkedIn “Easy Apply” applications will not be considered**.

*We’ll review applications on a rolling basis until the position is filled. Only short-listed candidates will be contacted.*

**About Eurometaux**

Eurometaux, the European Metals Association, is a trade association representing the collective European non-ferrous metals industry, including miners, smelters, refiners, fabricators and recyclers of the base metals, precious metals, and minor metals needed for the twin transition. In total the industry employs directly 500,000 people and indirectly more than 3 million across over 900 production facilities, with an annual turnover of €120bn. We work across four key policy areas, with dedicated committees on energy, sustainability, trade and chemicals management.