

Job description

Communications Officer

The European Steel Association (EUROFER AISBL) is looking for a **Communications Officer** to support the Association's external outreach efforts in one of the most exciting and challenging moments for the sector. Join us in communicating the transition of steel to net-zero, its key role in enhancing circularity, clean-tech value chains and as a driver of the hydrogen economy for building a resilient and climate-neutral EU.

Preferred start date:

1 September 2023

Experience level:

1-3 years

Reporting to:

EUROFER Director General, under the supervision of the Head of Communications.

Tasks:

Core duties:

- Support the implementation of the EUROFER communications road map.
- Contribute to developing key messages and produce relevant content.
- Strengthen EUROFER's social media presence and implement EUROFER's social media strategy, in particular by supporting the management, monitoring and coordination of EUROFER's social media channels.
- Produce graphic and audiovisual materials (infographics, quote cards, GIFs, short videos, etc.), in particular but not exclusively for social media.
- Assist in the day-to-day content management of EUROFER's website (CMS) and contribute towards refreshing its look & feel and functionalities.
- Support the organisation of EUROFER digital and physical events (conferences, webinars, meetings, etc.).

Additional duties:

- Assist in drafting press statements, articles, advertisements, speeches, letters and presentations.
- Proofread EUROFER publications and written output (in English).
- Assist with internal communication to EUROFER members about EUROFER activities, in particular through liaising with the EUROFER communications working group.
- Contribute to press monitoring.
- Act as a back-up spokesperson.

Qualifications and experience

Essential:

- Bachelor's degree or higher preferably in communications, journalism, marketing or equivalent subjects.
- 1-3 years of experience in a similar communications role.
- Understanding of EU affairs and the work of the EU institutions.
- An ability to juggle many different workstreams and topics; excellent organisational skills.
- Creative and own-initiative driven.
- An excellent level of English with proven ability to write high-quality content.
- Advanced digital skills, in particular in graphic and visual design (Adobe suite or similar), video editing, web analytics and CMS.
- Proven experience with social media management and community engagement with a focus on Twitter and LinkedIn.
- Ability to write good copy and to translate complex topics into powerful messages resonating among the Brussels audience and beyond (social media and digital content, press materials, factsheets, one-pagers, etc.)
- Experience in organising events (physical and online).

Desirable:

- Trade association experience.
- Knowledge of industrial affairs.
- Familiarity with EU climate legislation and/or industry (not necessarily steel) decarbonisation paths.
- Good knowledge of other key EU languages.
- Experience in working in an international, multicultural environment.

Tenure:

This contract is for a full-time position with a permanent contract under Belgian law (CDI).

Offer:

EUROFER offers an attractive working environment with many additional perks. These include a competitive salary, bike allowance or public transport within Brussels, lunch vouchers, pension-group, possibility for partial telework, mobile phone, laptop.

Apply:

Please write to communications@eurofer.eu to apply for this position. Please use email subject line "EUROFER Communications Officer Application".

Your CV must not exceed two pages (preferably no EUROPASS format) and your cover letter, in English, must not exceed one page. Applications that do not respect the above conditions will not be considered.

Deadline date for applications: **3 July 2023**. Only shortlisted candidates will be contacted.

About EUROFER:

EUROFER is located in Brussels and was founded in 1976. It represents almost the entirety of steel production in the European Union. Its members are steel companies and national steel federations throughout the EU.

The European Steel Association is led by a Director General, supported by around twenty full time staff. The presidency of the European Steel Association is held on a rotating basis by its members.

The European Steel Association is recorded in the EU transparency register: 93038071152-83.