

Communications and Policy Officer (0.8–1 FTE)

Do you have a unique and versatile voice? Can you communicate complex policy issues in a simple way? Do you enjoy engaging different audiences? We have the perfect job for you.

The European Urban Knowledge Network (EUKN) EGTC Secretariat in The Hague, the Netherlands, is recruiting a Communications and Policy Officer. Ideally, you would start in January 2022.

About the job

Communication is one of our core services. As a trusted knowledge partner of governments in the field of urban policy, we connect different actors and their stories. As Communications and Policy Officer, you will support all EUKN's communication activities, amplifying the impact of our services. You will work closely with a small team of (senior) Policy and Project Officers and the EUKN Director, as well as with interns who support daily communications activities.

In this role you will:

- create and edit content for the EUKN website, newsletter and social media channels
- provide proofreading and editorial services for print and online
- advise, plan and organise on communication activities and events, both online and on site
- contribute to the growth of our network with relevant partners in the 'urban world' within and outside Europe and manage the EUKN's CRM.

About you

You are a proactive and creative communication professional, and you thrive in a dynamic and multicultural environment of moving targets. You are open to be inspired and inspire others.

You have:

- at least three years of relevant experience in communications
- a degree in communications, urban studies, European studies, or another field of study related to policy communication and/or (European) urban policymaking
- full proficiency in English
- a proven track record as a writer and editor (both writing and visual language)
- experience in professional social media creation
- experience in online and onsite event management and related communication activities
- experience with WordPress and Adobe Creative Suite software
- experience working autonomously and as part of a team.

Assets

- proficiency in Dutch and other languages spoken in the EU
- a strong interest in the role of cities in society and the interplay between different governmental levels in sustainable urban development
- living in the area of The Hague or willing to move to The Hague.



Our offer

- a one-year employment contract under Dutch law for 28-36 hours per week, which can be prolonged
- salary according to profile and experience.

Benefits

- pension plan, 6% end-of-year bonus
- reimbursement of commuting costs
- excellent working conditions in an inspiring working environment and a dynamic international team.

About the EUKN

The EUKN is the only independent, Member State-driven network in the field of European urban policy, research and practice. Our primary focus is working with European national and regional governments to promote sustainable urban development. We provide our members with expertise and tailored events, as well as fostering collaboration within our network, to create the just, green, productive and digitised cities of the future. We work closely with our members as they develop and evolve their National Urban Policy, facilitating transformative development on city, regional and national levels. We also collaborate with European and global partners on agenda-setting research in urban development. With a focus on implementing sustainable, inclusive urban policy worldwide, our collaborations include projects for the Urban Agenda for the EU, the New Urban Agenda and the UN Agenda 2030 for Sustainable Development.

Please apply by sending your CV and motivation letter in one pdf file to hrm@eukn.eu to the attention of Mr Martin Grisel, EUKN Director by 30 November 2021. Interested candidates are strongly encouraged to apply well before this deadline.

CV and personal data of non-selected candidates will not be shared with anyone outside the EUKN and will be deleted immediately after the recruitment process unless we have obtained your explicit permission to keep them on file for one year. For more information, read our [privacy policy on the EUKN website](#).