Advocacy Officer

Vacancy Notice

Full-time permanent contract – Brussels based

About Eurochild

Eurochild is a European non-governmental organisation based in Brussels, which promotes the well-being and rights of children and young people at the European level and, through its membership, in the European countries. We are supported financially by the European Commission. In the almost 20 years since its establishment, Eurochild has grown into one of the most influential networks on children’s rights in Europe. It has 200 members across 41 countries in Europe, including national coalitions of children’s rights (National Partner Networks) in 22 countries.

About this position

This position at the Brussels-based Secretariat of the Eurochild network plays a crucial role in achieving Eurochild’s strategic goals and driving our advocacy initiatives within the EU institutions. This position entails reinforcing Eurochild's standing, impact, and influence at the EU level, as well as facilitating members engagement in advocacy activities. Responsibilities also include representing Eurochild externally, participating in events, and ensuring meaningful involvement in relevant projects, coalitions, and alliances. Internally, the Advocacy Officer coordinates and oversees colleagues’ interactions with EU institutions and relevant policy areas, in line with the Eurochild Communications Strategy, providing timely input and support, while ensuring coherence and impactful contributions to Eurochild's advocacy objectives.

The key responsibilities of the Advocacy Officer include:

- Designing and implementing advocacy campaigns to promote Eurochild’s strategic goals, develop compelling messaging and materials to support advocacy efforts.
- Collaborating with team members to develop and implement effective advocacy strategies, in line with key political developments and the network’s agreed priorities, harnessing the expertise and influence of the Secretariat and membership.
- Advising and supporting the effective monitoring and evaluation processes to evaluate impact and continually improve our advocacy practice.
- Cultivating and maintaining close working relations with key allies in the EU institutions, in particular European Parliament, European Commission and Permanent Representations to the EU of the Member States.
- Supporting colleagues working on child participation to enable the children and young people involved in Eurochild to engage with our advocacy priorities and contribute to our influencing work.
- Working closely with the communications team to ensure effective external communication of advocacy messages.
- Planning and supporting the development of key deliverables with the EU Affairs Coordinator (e.g. policy briefings, statements and reports) used in our advocacy.
• Supporting the capacity building of colleagues and members to help deliver Eurochild’s advocacy goals.

• Liaising with relevant colleague(s) responsible for project coordination to support and guide effective management of advocacy tasks, including planning, drafting publications, quality assurance, and reporting.

• Supporting the development of events content, identifying priorities and relevant speakers/attendees.

Support and supervision

The Advocacy Officer will report to the Director of Policy, Advocacy and Communications. They will coordinate with all secretariat team members in relation to advocacy activities, but in particular with the EU Affairs Coordinator and Communications Coordinator.

Candidate profile

We are looking for a candidate with:

• Minimum 3 years of relevant experience in a similar role, ideally in an EU based organisation.
• Knowledge and experience in designing and implementing advocacy strategies and campaigns.
• Experience in cultivating and maintaining close working relations with colleagues and key allies in the EU institutions.
• Excellent written and verbal communication skills in English; knowledge of additional EU languages is an asset.
• Knowledge and experience of effective external communication of advocacy messages.
• Curiosity, strong networking and communications skills and appetite for learning, and personal and professional growth
• Excellent organisational, problem solving and time management skills.
• Strong computer skills, especially Microsoft Word, Excel and Outlook
• Ability to work independently and collaboratively in a dynamic team environment.
• Ability to provide 2 professional references.

In addition, it is an asset if the candidate has any of the following:

• Experience of working with or for non-governmental organisations or membership-based networks
• Good understanding of children’s rights

Conditions

• 2600-2800€ gross monthly salary depending on experience.
• Benefits (13th month, lunch tickets, full hospitalisation & pension insurance)
• Location: Eurochild Secretariat, Brussels
• Preferred starting date: 1 March 2024 (or before)
• Type of contract: Full-time permanent contract
• The successful candidate must have the right to live and work in Belgium.
Are you interested?

To apply:
Please complete this online form in English, add your CV (pdf) and submit. Deadline for applications: 11 January 2024, 1700, hrs (CET).

Only short-listed candidates will be notified and invited to online interviews (planned for 29 & 30 January 2024). An exercise will be sent to short-listed candidates, that must be completed and returned by email by 25 January 1200 hrs (CET). Should there be a second interview process, shortlisted candidates will be made aware. The successful candidate is expected to start in March 2024.

If you are not contacted by us by 22 January 2024, please assume you have not been selected for an interview. We thank you for your interest in Eurochild and wish you every success in your future.

Confidentiality & privacy: All information given upon application will be treated in a confidential manner and according to Eurochild’s privacy policies.

Eurochild is an equal opportunity employer. We are guided by the principle of non-discrimination on any ground, and we apply such principle in our day-to-day operations and in our employment practices.

If you have any questions about this vacancy, please email Eurochild Director of Policy, Advocacy and Communications, Ally Dunhill – ally.dunhill@eurochild.org