Call for Communication Officer

Erasmus Student Network (ESN) is one of the biggest student networks in Europe, with over 530 local organisations ("sections") active in Higher Education Institutions in 42 countries. ESN has been supporting student mobility since 1989 and has its international headquarters in Brussels.

ESN is currently involved in several international projects, many of which involve a great deal of communication work. The international headquarters in Brussels is therefore looking for a Communication Officer, to start as soon as possible (exact starting date is up for discussion). The Communication Officer will have a high level of responsibility in terms of ESN’s communication, especially within externally funded projects.

Job description

- Develop and execute communication strategies;
- Oversee and manage projects in the field of youth mobility;
- Keep up to date with the latest developments in European policy relevant to the projects;
- Prepare press releases, articles, and regular internal reports and documentation;
- Oversee the creation by colleagues or externals of written, visual, and audio-visual content;
- Represent ESN in various project consortium meetings;
- Support ESN’s Communication Manager with PR-related responsibilities.
- Engage in other activities together with the rest of the ESN office.

Qualifications & Requirements

- Preferably a Master’s degree;
- Experience in strategic communication, ideally in the NGO sector;
- Experience in project management, ideally in the NGO sector;
- Tactical understanding of social media platforms (Facebook, Instagram, Twitter, LinkedIn);
- Quick learner with structured way of working, high level of independence and can-do mentality;
- Flexibility with working hours and willingness to work occasionally on weekends;
- Comfortable working in a multicultural environment;
• Willingness to travel to other European countries (when the situation allows);
• Proficient in written and spoken English.

Highly valued
• Knowledge of the European-level education policy (in particular the Erasmus+ programme);
• Knowledge of ESN;
• Experience with writing grant applications and reports;
• Familiar with graphic design and video creation;
• Experience in working with volunteers.

Terms and conditions
• Full time position (38 hours per week);
• One-year contract (prolongation depending on external funding);
• Salary 2400 EUR gross per month, plus a 13th and 14th month;
• Public transportation in Brussels partially covered;
• A beneficial health insurance included;
• Casual, friendly work environment;
• Access to further training (congé éducation) on working time.

To apply, send your motivation letter and CV (both in PDF format) to applications@esn.org. Please use the subject line: "Communication Officer".

Deadline for the application is 18 February, at 23:59 Brussels time, with interviews taking place on a rolling basis. Short-listed candidates might be asked to perform a small task.

Please note: due to the Corona situation, it may be that the selected person needs to start working from another country for some time. However, this is a Brussels-based position and we expect that the selected person will move to Brussels whenever possible. Also note that applicants need to have the right to work in Belgium before applying.

For more information on our projects please visit our website www.esn.org. For information about the position, please contact director@esn.org and communication@esn.org.