

## JOB VACANCY

### Social & Employment policies Advisor Brussels-based, full-time, starting asap

Are you passionate about social and employment policies in the EU? Want to strengthen the coordination amongst solidarity-based statutory social insurance systems? Wish to contribute to the maintaining of the quality of European Social Protection?

The [European Social Insurance Platform \(ESIP\)](#) is looking for a **Social and Employment policies Advisor** to join our Secretariat in Brussels (ESIP Office, Rue Montoyer, 40, 1000 Brussels).

#### You will be responsible for:

- ✓ Working closely with ESIP's members and coordinating the work of social policy-specific standing committees and/or working groups;
- ✓ The definition and implementation of ESIP's advocacy and activities in respective areas;
- ✓ The identification of policy opportunities and the monitoring of EU legislative and non-legislative initiatives that have an impact on national statutory social security institutions;
- ✓ The drafting of position papers, responses to public consultations and technical briefings;
- ✓ The organisation of ESIP meetings and conferences;
- ✓ Supporting the representation of ESIP in relevant external meetings and conferences;
- ✓ Growing ESIP's influence and network in the EU institutions, national representations and relevant stakeholders;
- ✓ Supporting ESIP's social media presence.

#### The successful candidate will have the following:

- ✓ At least 3 years of relevant professional experience; Experience in EU advocacy in Brussels is therefore a must;
- ✓ Sound knowledge of the EU institutions and procedures (especially in social and employment policies);
- ✓ Ability to take initiatives and adapt in a small and highly motivated team;
- ✓ Excellent networking and communication skills;
- ✓ Relevant advanced university degree (Master's);
- ✓ Excellent written and spoken English and fluency in other EU languages;
- ✓ Proficiency in Microsoft Office (Outlook, TEAMS, Word, Excel & PowerPoint); knowledge of website editing is a plus;
- ✓ Be a trustworthy and reliable team player.

#### ESIP offers:

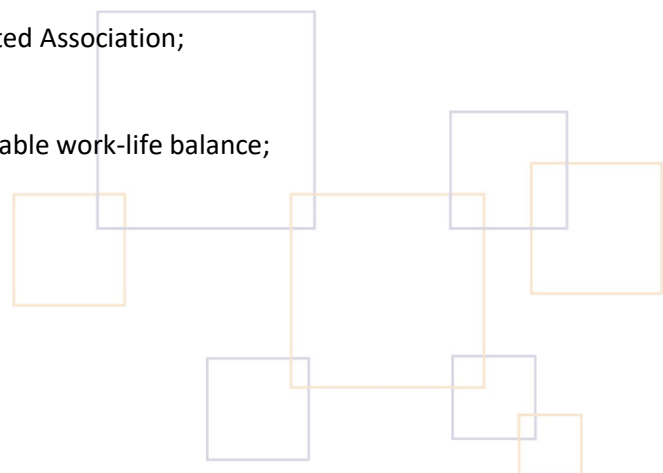
- ✓ The opportunity to work for a reputable and respected Association;
- ✓ A full-time contract under Belgian law;
- ✓ Complementary pension and medical insurance;
- ✓ A flexible and dynamic work environment and a suitable work-life balance;
- ✓ 30 days of paid leave per year.

#### ESIP aisbl

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Please send your application via e-mail to [yannis.natsis at esip dot eu](mailto:yannis.natsis@esip.eu) by **February 10, 2023** (mention 'JOB APPLICATION' in subject line). **Applications will be reviewed on a rolling basis so interested candidates are encouraged to apply as soon as possible.** Only shortlisted candidates will be contacted. The application should include the following documents:

1. A motivation letter. The motivation letter should include a paragraph on how you can support ESIP and its members in addressing the main challenges and opportunities that social security institutions in Europe are facing;
2. A curriculum-vitae.

