

## European Project Officer

**Position: European Project Officer**

**Location: Brussels, Belgium**

**Type: Full-time**

Are you passionate about international collaboration, project management, and driving positive change? We are seeking a motivated and dedicated European Project Officer to join our dynamic team. As a European Project Officer, you will play a pivotal role in advancing our organization's initiatives and contributing to impactful projects on a European scale.

### **The organisation**

RISE is an independent public utility foundation. Our vision is for sustainable European agriculture. We support the transition to an agricultural system that engages fully with the circular economy, provides safe, nutritious, and healthy food while protecting and restoring our natural capital, supports Europe in reaching its climate targets, creates jobs, and encourages investment in rural areas while conserving our traditions and cultural heritage.

RISE actively participates in projects funded through the EU Research and Innovation Programs that cover topics related to agriculture and the environment. Our role in these projects focuses on developing policy aspects and bringing together stakeholders at the EU level to engage in policy discussions, as well as disseminating and communicating project results.

### **Key Responsibilities:**

- Coordinate and manage European projects, ensuring timely execution and adherence to budgets and goals
- Collaborate with stakeholders across various European countries to establish strong partnerships and alliances
- Develop and write project proposals, reports, and deliverables, showcasing the achievements and impact of our initiatives
- Monitor project progress, identify potential risks, and implement effective solutions to ensure successful outcomes
- Lead the development of communication and dissemination activities within European projects, effectively conveying project objectives and results to diverse audiences
- Organize and facilitate meetings, workshops, and conferences to promote knowledge exchange and collaboration

### **Qualifications:**

- Bachelor's, Master's, or PhD degree in a relevant field
- Experience in the full cycle of project management, including development, implementation, and reporting, preferably in the framework of EU-funded projects

- Proven experience in designing and implementing strategic communication plans, preferably in a European project context, including social media campaigns, press releases, and targeted outreach efforts
- Strong understanding of European Union institutions, policies, and funding programs.
- Excellent written and verbal communication skills in English; additional European languages are a plus
- Detail-oriented with exceptional organizational and multitasking abilities
- Proficiency in using project management and communication tools and software

### **What we offer**

- Opportunity to work on impactful projects that contribute to positive change across Europe.
- Collaborative and inclusive work environment that values diverse perspectives.
- Flexible work arrangements to support a healthy work-life balance
- Professional development opportunities to enhance your skills and expertise
- Competitive salary and benefits package.

To apply, please submit your CV and a cover letter detailing your relevant experience and why you are interested in this role. Email your application to [sylwia.kwiecinska@elo.org](mailto:sylwia.kwiecinska@elo.org). The application deadline is 03.03.2024.