



ELO

European
Landowners'
Organization

Event and Communication Officer opportunity at the European Landowners' Organization

The European Landowners' Organization (ELO) is a leading voice representing the interests of landowners, rural entrepreneurs, and rural land managers in Europe. ELO promotes sustainable land management practices, fosters innovation, and advocates for the recognition of landowners' crucial role in shaping Europe's landscapes and rural areas. As such, it is actively involved in agriculture and environment policies, notably through publications, social media and events. To strengthen our communication activities, we are looking for a m/f Event and Communication Officer to support our policy team in general communications, and be able to assist in specific projects and events.

Job purpose

The Event and Communication Officer works as a part of the communication team with a transversal function, both on day-to-day ELO communications -with members, on social media, or website updates-, as well as for specific publications, projects and events. They ensure that the communication tasks are delivered to the highest standards and that events are running smoothly and on budget.

Job description

- Manage and update communication tools (Mailchimp, EventBrite, WordPress, etc.);
- Support the policy team in disseminating ELO positions to members and the broader public;
- Create visuals for social media posts, events, and publications;
- Plan and coordinate logistics for events (venue, suppliers, registration, etc.);
- Support in speaker management;
- Manage smaller events with minimal supervision.



Profile

- A degree in communication or equivalent work experience of 1-2 years in either communication or event management;
- Graphic design capabilities (Canva, Adobe), mailing and event registration software;
- Some web/social media experience is a clear plus;
- Fluent EN with FR/NL, any other EU language is an asset;
- Good organization, rigorous attention to detail;
- Familiar with the EU bubble;
- Interested in agriculture and sustainability.

What we offer

A full-time position in a dynamic, international, friendly team. While the everyday working environment is light-hearted, the team is passionate and committed about ELO's work and objectives. We offer a flexible scheme of working hours and a remuneration package in line with experience.

How to apply

Interested candidates are invited to send their CV along with a letter to sylwia.kwiecinska@elo.org before the 25 of September 2024.

