

Job Vacancy Notice

Policy Advisor on sectoral social dialogue and industrial sectors

IndustriAll European Trade Union is looking for a new **policy advisor** to support our work in various **sectoral social dialogue committees and industrial sectoral committees**.

Background

Our organisation represents 180 trade unions with about seven million members across supply chains in manufacturing, mining and energy sectors on the European level. We promote, advocate and coordinate workers' and trade unions' interests to the EU institutions and multinational companies.

Main Duties and Responsibilities

The policy advisor will be responsible for ensuring the practical organisation of meetings, developing agendas based on annual work programmes for each sectoral social dialogue, and co-managing European projects with various European employer organisations.

The policy advisor will be in regular contact with trade union officers and employee representatives in the sectors throughout Europe ensuring good communication channels are maintained and supported.

Furthermore, the policy advisor will be responsible for developing a trade union approach to EU raw materials strategies.

Profile

- **University or equivalent degree** in economics or political and social science, or equivalent professional experience
- Relevant **experience** in industrial, macroeconomic and sector policy affairs, with a particular emphasis on European policies and European institutions
- National and international **trade union experience** in industriAll Europe's areas of membership interest is a clear advantage
- A good understanding of European trade unionism and industrial relations
- A strong personal **commitment to the goals of industriAll Europe** and to helping to develop industriAll Europe's reputation as the European trade union federation for industrial workers
- Ability to research and prepare policy papers and to explain complex issues clearly and concisely
- Ability to actively follow-up of industrial policy dossiers
- Excellent communication skills, both oral and written, including tact and diplomacy, in dealing with a wide range of individuals and building good networks of contacts and ease with public speaking

- A dynamic and energetic personality; strong organisational ability; integrity and trust; good inter-personal and partnership skills
- Ability to work independently and under pressure to tight deadlines.
- Ability to work in and coordinate with a team in line with objectives, timelines and the resources available. This includes effective time management skills, prioritising and managing multiple tasks
- Fluency in English, both spoken and written, is essential (C2 level). Knowledge of other languages (especially German or French) is an advantage
- Availability to travel is required for this post.

Remuneration

- We offer a good salary, excellent working conditions and a challenging job as part of a multinational and dynamic team
- The post will be offered on a full-time, permanent contract basis
- Fringe benefits include an occupational pension scheme and complementary hospital insurance.

Location

IndustriAll Europe's offices in Brussels: International Trade Union House (ITUH), 5 Boulevard du Roi Albert II, 1210 Brussels, Belgium.

Starting Date

Candidates should send their application - CV and cover letter - in English to vacancy@industriAll-europe.eu. The deadline for sending in applications is 28th September 2020. Starting period: asap