

## Event and Communications Officer

Fertilizers Europe is searching for an **Event and Communications Officer** to join our European Association. Fertilizers Europe represents the interests of the European fertilizer industry. We are the source of information on fertilizers and the sector's voice in Europe. We deal with questions related to agriculture, environment, technology, safety, climate, economy and trade, as well as supporting our members with statistics and other information. Our multi-cultural team of 13 staff members is located in office in the EU area.

**Starting date: ASAP**

**Location: Brussels, on-site with some weekly teleworking**

**Duration: 1 year contract– Belgian working permit is mandatory**

### Events

- Contribute to the organisation and execution of events and conferences.
- Develop design content to be using for the promotion of events.

### Content creation

- **Graphic design** - Create visual content for website, social media, members lounge, landing pages, events, newsletters, videos.
- **Written material** - Contribute to the creation of written material for Articles, Brochures, Social Media, Newsletter

### Digital communications

- Support management and editing of the website, extranet and social media channels
- Manage the continuous update of website and extranet with relevant and up to date information

### Education & professional experience

- Experience in planning, organising and executing events
- Degree in communications, graphic design, marketing, digital media, journalism, or similar (not necessarily international relations for this role)
- Minimum of 2 years of work experience in the field of communication and marketing (Creative agency, Associations, EU Institutions)
- Previous experience in Brussels public affairs/communications circle is a plus

### Skills & competencies

- **Knowledge of Adobe Creative Cloud** (especially InDesign, Illustrator, Premiere) **is a must**
- **Tech Savvy** - Familiarity with digital solutions (Canva, AI, project management tools). Knowing how to find the right digital solutions that solves communication challenges.
- Familiarity with CMS (WordPress or other)
- Knowledge of Mailchimp and HubSpot is a plus
- **Fluent English**
- Knowledge of SEO is a plus

### Job offer

- A full-time basis 1-year fixed term contract under Belgian law
- Professional, international office environment in Brussels
- Competitive remuneration package

Please send your application (**CV & letter of motivation**) to the attention of Ms Wahlman ([jenny.wahlman@fertilizerseurope.com](mailto:jenny.wahlman@fertilizerseurope.com)) by 26 April 2024.