



THE CATHOLIC CHURCH
IN THE EUROPEAN UNION

JOB VACANCY
25.03.2020

APPLICATION DEADLINE:
24.04.2020

POLICY ADVISER FOR SOCIAL AND ECONOMIC AFFAIRS

- full time position under an indefinite period contract -

Requirements

- A higher education degree in Socio-economic or Political Sciences
- Good knowledge of the Social Teaching of the Catholic Church
- Experience of and/or deep knowledge about the 'EU political system' and the EU institutions as well as social, youth, and economic policies at the European level
- Interest in relations between the EU and the Church
- Excellent communication, organisational, interpersonal and IT skills
- Strategic and proactive thinking
- Near-native proficiency in English, both spoken and written

Added value

- *Working experience within an international environment and/or experience working with EU institutions, Governments, and NGOs.*
- *Good knowledge of French, German or Italian.*

Role

- Under the supervision of the General Secretary, and as part of the Secretariat, the policy adviser for Social and Economic Affairs will
 - follow and analyse the EU legal initiatives in the area of Social and Economic Affairs;
 - monitor the activities of the relevant Committees of the European Parliament;
 - establish regular contacts with interlocutors within EU Institutions and EU- related organisations active in Social and Economic Affairs.
 - cooperate with other faith-based organisations in the formulation of common positions (regular meetings).

Specific tasks

- **Secretary of the Social Affairs Commission of COMECE:**
 - This Commission meets twice a year in Brussels. It monitors the wider social policy of the EU including initiatives addressing social and ecological injustices, unemployment, poverty as well as regional, economic and social imbalances. Under the supervision of its President (Bishop), the Secretary is in charge of the preparation and organisation of the meetings.
- **Coordinator of the COMECE youth platform:**
 - The platform brings together representatives of the European Christian youth movements to dialogue on EU policies. The coordinator is in charge of the preparation and organisation of the meetings and conference calls.
- Write **briefings on specific topics** for the General Secretary and reports for the Assemblies.
- Propose and organise **events** (conferences, public debates)