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## VACANCY POLICY OFFICER

**Position:** Policy Officer, full time

**Location:** Based in Paris or Brussels with frequent travels between the two cities

**Deadline for applying:** 15th December 2015

**Send application to:** [contact@pollinis.org](mailto:contact@pollinis.org)

### ➤ POSITION DESCRIPTION

POLLINIS is looking to recruit a Policy Officer for agriculture whose prime areas of responsibilities will be:

- Liaising with the European institutions and bodies, key stakeholders (industry, trade unions and associations) as well as other international and sectoral organizations competent on this field.
- Monitoring, analysing, identifying, prioritising, advising and reporting on matters that may impact POLLINIS work as well as taking appropriate action after discussions with the POLLINIS Board
- Work constructively with leaders of diverse backgrounds, cultures and skill sets to enhance the quality and effectiveness of policy recommendations emerging from POLLINIS working groups and other policy development efforts.
- Working to promote networking project through public relations as well as promotion of the POLLINIS project in Europe.
- Ensuring the name of POLLINIS is known and respected and becomes the first point of contact for all related matters

### ➤ REQUIRED QUALIFICATIONS

- MSc in agronomy and/or political science/economy/international relations
- Previous experience in preparing reports, presentations and speeches to various audiences on issues playing a significant role in POLLINIS' activity.
- Experience in monitoring and supporting EU public policies
- Experience and knowledge spillovers through social networks and writing short texts or promotion in the media.
- Excellent computer knowledge, wordpress software and use / recovery media.
- Fluency in English, other language an asset
- Fluent or native in French

### ➤ REQUIRED SKILLS

- Commitment to organizational principles of accountability and transparent work environment.
- Highly tuned political, diplomatic and social skills.
- Ability to meet tight deadlines in fast-paced stressful and high-pressure environment
- Ability to quickly study and understand political, societal, legal and business implications of technical agricultural issues.
- Must have excellent communication skills including written and verbal fluency in English with multi-lingual skills strongly preferred.

Although knowledge of the key actors in agro-industry is not mandatory it is desirable. The ideal candidate will be located within easy access of Brussels and will have the personal gravitas and credibility to be able to successfully represent POLLINIS at all levels of European government, administration and networks. The position will be a full-time one starting immediately.

**Send your resume and cover letter to [contact@pollinis.org](mailto:contact@pollinis.org) before 15th December**