



"MORE EUROPE – external cultural relations"

Start date 15 October 2018

We are looking for a free-lance project officer to support a European project:

- "*MORE EUROPE – external cultural relations*", an initiative by the Goethe-Institut Brüssel, the British Council, the European Cultural Foundation, the Institut Français and Mercator Stiftung;

Project Description

The initiative *MORE EUROPE – external cultural relations* (<http://www.moreeurope.org/>) advocates for structurally establishing culture in the European external affairs. The project promotes the needs of international cultural policy and cultural cooperation (between Europe and its partner countries outside of Europe) to move towards mutuality, dialogue and cooperation through public debates, workshops and research in the field of international cultural relations.

Job Description

The candidate will be involved in all aspects and strands of *MORE EUROPE – external cultural relations*. In particular, he/she will perform the following tasks:

- Analysis and drafting of policy and position papers on pre-selected themes;
- Advocacy related tasks (preparation of argumentation, stakeholders' analysis, organization of encounters, etc.);
- Identification of new trends, new stakeholders, innovative projects and new approaches in this field in Europe and elsewhere;
- Carry out thematic desk research;
- Draft reports, follow up on budget, manage communication and monitor the organisation of events;
- Monitor conferences, events, seminars, activities of relevance in the field of international cultural relations in EU and elsewhere.

Requirements

- Master degree or equivalent in a related discipline such as international relations, business administration, European Studies. An equivalent degree in cultural policy, arts and culture, culture and development, cultural diplomacy, cultural relations is an asset;
- Minimum 2 years of post-graduate professional experience among the following areas: cultural diplomacy, cultural cooperation, international relations (including the EU), advocacy, policy making and advice delivery, networking activities in Europe or elsewhere;
- Good knowledge of the EU institutions;
- Excellent oral, written and spoken knowledge of English. French and German are assets;
- Excellent written, organisational and planning skills;
- Strong interpersonal and communication skills.

Beginning of contract/Working Place

- The start date is 15 October 2018;
- Duration: 1 year renewable;
- Approximately 30 hours per week
- Offices available at the Goethe-Institut Brüssel

Interested?

CV and cover letter to be sent by email **by the 3rd of October**, at coline.guiol@moreeurope.org