

The **EUROPEAN ENVIRONMENTAL BUREAU**,
a network of more than 180 environmental citizens' organisations,
is recruiting for a new
POLICY OFFICER FOR AIR QUALITY AND NOISE
(1 year contract with possibility of renewal)

The European Environmental Bureau is the largest and most inclusive European network of environmental citizens' groups – and the only one that works on such a broad range of issues. We advocate for progressive policies to create a better environment in the European Union and beyond.

We are seeking to employ a **Policy Officer for Air Quality and Noise**. The successful candidate will play a key role in influencing the design and ambition of the EU air and noise policies and will report directly to the EEB's Senior Policy Office for Air and Noise.

Responsibilities include:

- Advocacy work towards EU institutions with regards to air quality policies and legislation, including in relation to the revision of the Ambient Air Quality Directives;
- Collaboration with other Brussels based umbrella organisations (NGOs and others) active on the topics of air quality;
- Drafting position papers to promote the identification of common advocacy objectives within the membership and the partners and identifying common strategies to promote those; sharing updates with the members through the Clean air mailing list and communicating about possible windows of opportunity that they can make use of to promote advocacy demands;
- Representing the EEB in external meetings;
- Collaborating with the EEB colleagues on topics/issues which are relevant for air quality;
- Liaising with the EEB communication officer to ensure visibility of the EEB's positions and advocacy objectives;
- Managing ongoing projects and ensuring timely reporting to funders;
- Helping to seize funding opportunities related to Air Quality and Noise;
- Contributing to EEB horizontal internal tasks (e.g. reporting, Memorandum, 10 tests for the Presidency).

Skills and qualifications required:

- A higher education degree relevant to environment, in particular to the fields of environmental policy, political science, law;
- Sound understanding and interest in environmental issues related to air pollution;
- At least two years relevant experience working in the environment sector, policy work experience;
- Experience in lobbying the EU institutions;
- Experience in implementing and managing small, medium size projects;
- Ability to write and communicate well in English, knowledge of other EU languages being an asset;
- Ability to work well with people from different backgrounds;
- Share the core [values](#) of the EEB and can demonstrate knowledge of and commitment to environmental protection and social change.

The EEB offers:

- A multidisciplinary and multicultural working environment within organisations dedicated to the promotion of environment and health protection;
- A non-routine job implying action on several topics related to air quality and noise;
- Networking opportunities with numerous organisations in the EU Member States and beyond;
- A competitive salary (starting from € 2,700 monthly gross), subject to level of experience)) coupled with various legal and extra-legal benefits: holiday bonus, 13th month, pension scheme, luncheon vouchers;
- A full-time fixed term contract of at least 12 months with possibility of renewal.

Application process:

Applications consisting of 1) a letter of motivation, 2) a comprehensive CV and 3) the answers to the 2 questions below (maximum 1800 characters each, 3600 characters in total), should be sent to personnel@eeb.org. **Only applications comprising these three elements will be considered.** Please clearly mark: "Policy Officer for Air Quality and Noise" in the subject of your email.

Questionnaire for Policy Officer for Air Quality and Noise:

Question 1: An ambitious revised Ambient Air Quality Directive is key to secure the achievement of the Zero Pollution ambition. What are the main elements that should be especially supported during the ongoing negotiation process? And therefore be included in the new legislation?

Question 2: What are the main sources of air pollution? And how, fighting and reducing air pollution from these sources, can also contribute to reduce GHG emissions and therefore help protecting our climate?

Due to limited staff resources and numbers of CVs anticipated, only candidates selected for interviews will receive a reply.

Location: As our contracts fall under Belgian law, the candidate must commit to being officially registered in Belgium and working most of the time from our office in Brussels. This currently entails structural teleworking (with at least 1 day in the office per week depending on the position).

Deadline for Application: COB 26 March 2023

Interviews first round: 30 and 31 March 2023

Starting date: as soon as possible, preferably not later than end of May

Please note that we will ask shortlisted candidates to provide two references.

The EEB is an equal-opportunities and family-friendly employer. We encourage applications from a diverse range of candidates.

Please read our [recruitment privacy statement](#) before applying.

European Environmental Bureau AISBL

Rue des Deux Elises 14-16, 1000 Brussels, Belgium

Tel: +32 (0)2 289 10 90

E-mail: personnel@eeb.org – Website: <https://www.eeb.org>

International non-profit association - Association internationale sans but lucratif (AISBL)

EC register for interest representatives: Identification number: 06798511314-27

BCE identification number: 0415.814.848

RPM Tribunal de l'entreprise francophone de Bruxelles