

**EU POLICY OFFICER (TEMPORARY POSITION – “VIE”)
AFEP (French Association of Large Companies) BRUSSELS OFFICE
Brussels, Belgium**

ABOUT AFEP:

[AFEP](#) brings together large multinational companies operating in France. Based in Paris and established in Brussels since 1987, our association aims to foster a business-friendly environment and to present the member companies' vision to French public authorities, European institutions and international organisations. AFEP works on cross-sectoral legislation, at French and European levels, in the following areas: economy, company law and corporate governance, corporate social responsibility, environment, climate and energy, corporate finance and financial markets, taxation, competition, digital, intellectual property and consumer affairs, labour law and social protection, and trade.

Our 117 member companies employ 8 million employees and deliver a consolidated turnover of € 2,600 billion worldwide.

JOB DESCRIPTION:

AFEP is looking for a policy officer to support its Brussels team. She/he will be employed for one year on a full-time basis. She/he will report to the Head of our Brussels office and work in close coordination with the Brussels team and policy experts based in Paris.

RESPONSIBILITIES:

- Monitor and analyse EU policy
- Draft briefing papers on specific topics
- In collaboration with colleagues, prepare and attend internal working groups with members to set up the positions of the Association
- In collaboration with colleagues, prepare meetings with EU policy-makers

QUALIFICATIONS & EXPERIENCE:

- Postgraduate degree in EU affairs, political science, law or economics
- First experience in European affairs preferably in an EU institution, a large company, a consultancy or a business association
- Desirable: prior experience in working on one or several of the subjects referred to in the **“ABOUT AFEP” section, particularly on energy and climate policy, CSR, company law or taxation**

SKILLS & COMPETENCES:

- A good understanding of EU policy-making
- A real interest in lobbying and an ability to execute lobbying strategies
- Fluent in French and English
- Reliable, well-organised, proactive, transparent, team player with a positive can-do attitude
- Self-starter and result-oriented
- Strong written and oral communication skills
- Research skills

CONTRACT: French “VIE contract” (conditions: ≤ 28-year-old EU citizens, not yet administratively registered in Belgium)

APPLICATIONS:

Please send your curriculum and cover letter **in French if you are not a French native speaker, or in English if you are a French native speaker** **before 20 October 2023** to: europa@afep.com.