



MEDENER, the Mediterranean Association of the National Agencies for Energy Management, is inviting applications for the post of **Communications Officer** of the meetMED III project (Mitigation Enabling Energy Transition in the Mediterranean Region) which will be implemented in close cooperation with the RCREEE (Regional Centre for Renewable Energy and Energy Efficiency) and financed by the EU Commission.

Applicants are invited to submit the following documents in English:

- 1) detailed CV
- 2) motivation letter (1 page maximum)
- 3) any references you may have that you consider relevant for the position
- 4) a short presentation video (between 1 and 3 minutes) will be an asset

Work location: Brussels (BE)

Please note that: Candidates must reside in Brussels or be willing to relocate at their own cost before the starting date of the project, foreseen for 1st October 2025. No relocation assistance shall be provided.

Applications must be sent by e-mail to the following address: recruitment.medener@gmail.com by the **31st of August 2025**.

Please note that: Travel and accommodation costs for the interviews cannot be refunded. Anyway, online interviews will be possible.

PROFILE OF THE COMMUNICATIONS OFFICER

Required Skills

- Outstanding written and oral communication skills
- Fluency in English and French level is mandatory
- Competent use of IT applications, including Outlook, Word, Excel, PowerPoint and MS Teams

Desirable Skills

- Previous experience in communication in the MENA Countries
- Other languages – particularly Arabic – is considered an asset
- Familiarity with graphic and editing design tools is considered an asset

Knowledge and experience in:

- Producing, managing and disseminating effective communications activities and tools (media, publications, websites, social media, newsletters, and other materials), including creating and editing content for press releases, websites, social media posts and other publications.
- And/or contributing to prepare and manage events, including conferences and workshops.

Role and Tasks of the Required Position

- Support in MEDENER's communications activities
- Support in organising conferences, meetings, workshops and webinars
- Support in organising meetings with policymakers and other stakeholders
- Contributing to social media channels (LinkedIn, Facebook and X, etc.)

Type of contract: initial fixed-term contract (full time)

Gross salary per year: €30,000–€40,000 depending on the experience

Duration: first contract fixed-term 24 months, followed by a permanent contract

Location: Brussels (BE)

Start Date: Upon signature of the meetMED III grant contract with the EU Commission