



# VACANCY NOTICE FOR TEMPORARY AGENT SELECTION

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|----------------------|------------------------------------------------|
| <b>Job title</b>     | <b>Policy Assistant – Scientific/Technical</b> |
| Reference            | <b>JRC/COM/2026/2163</b>                       |
| Application deadline | 06.11.2026 - 12.00 (Brussels time)             |
| Directorate-General  | Joint Research Centre                          |
| Unit                 | JRC.G.9 Euratom Coordination                   |
| Place of assignment  | Brussels                                       |
| Grade range          | AST1/3                                         |
| Domain *             | Science and Research                           |
| Contract type        | Temporary Agent 2d                             |

## About us (“We are”)

As the science and knowledge service of the European Commission, the Joint Research Centre provides independent, evidence-based knowledge and science, supporting EU policies to positively impact society. We provide anticipatory capacity, solid expertise and ability to propose and implement interdisciplinary research. The activities are carried out in collaboration with relevant Commission Services, national and international organisations and stakeholders. At the JRC we organise our work in portfolios which are the main building blocks of our multi-annual work programmes.

The JRC is located in five Member States (Belgium, Germany, Italy, the Netherlands and Spain). More information about the JRC and its portfolios can be found at: [https://joint-research-centre.ec.europa.eu/index\\_en](https://joint-research-centre.ec.europa.eu/index_en)

The vacancy is within the JRC.G.9, Euratom Coordination unit. The mission of the Unit is to coordinate the activities of the JRC Euratom Research and Training programme and facilitate the cooperation with EU services, EU Member States and other European and international stakeholders. In addition, the Unit supports the integrated nuclear communication, knowledge management and foresight for the JRC nuclear programmes, including the Decommissioning and Waste Management programme.

The post is located in Brussels.



### **About the role (“We propose”)**

We offer an interesting and challenging position as policy assistant/scientific assistant in the Euratom Coordination unit, to support the interinstitutional coordination and stakeholder management in a friendly and motivating working environment, and with a good degree of autonomy in organising your work.

As policy/scientific assistant, you will be working within the stakeholder management team in charge of the relations with other EU institutions and with external stakeholders for the JRC nuclear activities.

This is a dynamic coordination role, combining engagement with stakeholders, ensuring inter-institutional relations and providing internal management support.

The tasks include managing contacts with external partners, supporting cooperation of the JRC with partner Directorate-Generals of the European Commission, EU institutions and international organisations, preparing high-level meetings and briefings, contributing to communication activities, and ensuring efficient coordination and procurement follow-up on the unit’s ongoing files.

### **Qualifications, experience and skills (“We look for”)**

We are looking for a dynamic, motivated, well-organised and proactive colleague with a strong background and interest to work in the field of nuclear and stakeholder management.

The position also requires close collaboration with other members of the team and with colleagues in the DG. Therefore, strong interpersonal and communication skills, a strong sense of teamwork, initiative and responsibility and a cooperative approach to dealing with colleagues are absolutely essential.

The successful candidate:

- has demonstrable experience and excellent knowledge related to the EU nuclear policy landscape and particularly in the work of the JRC in the Euratom Research and Training programme, while being able to understand the related scientific challenges to a minimum level;
- has demonstrable experience and excellent knowledge related to interinstitutional relations, especially the JRC relations with the EU Council for the nuclear-related Working Parties;
- has practical experience with Euratom collaboration agreements and relations of the JRC with nuclear stakeholders;
- has an excellent knowledge of the Commission's decision-making;
- has prior knowledge of European Commission procurement procedures;
- is able to coordinate several files in parallel, manages competing priorities and delivers high quality results under tight deadlines;



- has excellent drafting skills.
- shows initiative, has excellent organisational and coordination skills, with attention to detail;
- has ability to work both autonomously, as well as a part of the team;
- is able to build constructive working relationships with colleagues across the Commission services and external partners;

In addition, the candidate should meet the following minimum language requirement: Excellent command of English and French, as the internal working language is mainly English but French is also widely used for communication with our external stakeholders.

Also, the post requires a security clearance and as such the selected candidate will be subject to a security clearance procedure. An existing security clearance is an asset.

### **How to express your interest?**

You should send your documents in a single pdf in the following order:

1. your CV
2. completed application form.

Please send these documents by the publication deadline to **HR-JRC-OFFICIALS-TEMPORARY-AGENTS-SELECTION@ec.europa.eu** indicating the selection reference JRC/COM/2026/2163 in the subject.

**No applications will be accepted after the publication deadline.**

### **Eligibility**

For eligibility please consult [this page](#) with all the information needed.