



## **MAKE A DIFFERENCE – JOIN THE EUROPEAN COMMISSION**

Do you want to help shape the future of the European Union? Make the planet greener, promote a fairer society, or support businesses and innovation across the EU? Then come and work for the European Commission where you can really make a difference!

Commission staff are a diverse group of people, who are motivated to help make Europe – and the world – a better place. They come from the 27 Member States of the European Union. Different nationalities, languages and cultures make the Commission a vibrant and inclusive working place.

### **WE OFFER ATTRACTIVE WORKING CONDITIONS AND MUCH MORE:**

- Interesting and challenging positions with plenty of opportunities for training and acquiring new skills and competencies over your whole career;
- Opportunities to try several areas of work throughout your career;
- Flexible working conditions and the possibility of teleworking – we care about your work-life balance;
- A competitive financial package, including comprehensive sickness, accident and pension schemes;
- Multilingual schools for your kids;
- We are also proud to be an equal opportunity employer and promote diversity and inclusion.

### **We recruit from a wide range of backgrounds:**

We are not only recruiting political scientists and lawyers but also looking for all kinds of profiles, including natural scientists, linguists and economists, as well as drivers and engineers.

For more information [ec.europa.eu/work-with-us](https://ec.europa.eu/work-with-us).



## STAFF RECRUITED ON CONTRACTS

In addition to permanent officials, the European Commission often recruits non-permanent staff. There are two categories of non-permanent staff:

- [temporary agents](#) are recruited to fill vacant positions for a set amount of time or to perform highly specialised tasks.
- [contract agents](#) may provide additional capacity in specialised fields where an insufficient number of officials is available or carry out a number of administrative or manual tasks. They are generally recruited for fixed-term contracts (maximum 6 years in any EU Institution), but in some cases they can be offered contracts for an indefinite duration (in offices, agencies, delegations or representations).

For more information on different [staff categories](#).



# Information and Communication Officer

## Directorate-General

### “Communications Networks, Content and Technology”

### (DG CNECT) of the European Commission

**Selection reference: CNECT/COM/2024/1454**

**Domain: Communication**

**Where:** Unit CNECT.D.4 – “Communication”, Brussels

**Staff category and Function Group:** Temporary agent 2b - Administrator

**Grade:** grade range AD 5-8

**Publication deadline:** 08/08/2024 - 12.00 (Brussels time)

#### **WE ARE**

---

We are the Communications Unit in Directorate-General for Communications Networks, Content and Technology (DG CNECT). As digital technology changes people’s lives in every imaginable way, we communicate on the vast work of the Directorate-General from ground-breaking regulation in areas such as Artificial Intelligence, over platforms to funding cutting-edge research and some of the world’s fastest supercomputers. CNECT.D.4 is responsible for communicating the European Commission’s vision for Europe’s digital transformation by 2030 to the outside world.

#### **WE PROPOSE**

---

A job as a senior press and media officer responsible for delivering the integrated media strategy on artificial intelligence.

This is an interesting and challenging position that offers the possibility to be part of a close-knit and lively team which communicates on all DG CNECT’s legislative and policy initiatives as well as research and implementing results to the media and the general public.

We offer a strategic position where you will work with different teams making use of the full panoply of communication tools and channels to craft content for press, social media, online content and other communications outputs. You will have responsibility for communicating on the work that is being carried out on Artificial Intelligence in all aspects: from an innovation and trust perspective to investment and implementation of the new Artificial Intelligence ecosystem in the EU, actively supporting the newly created Artificial Intelligence Office. You will help to deliver clear messages for our headline topics in partnership with communications-aware policy and research experts.

(Reference: Selection reference CNECT/COM/2024/1454)



Together with colleagues in the newly set-up Artificial Intelligence Office, you will need to prepare and implement communication plans on some of the major policy and implementation initiatives. You will also liaise with our outreach, audiovisual and web teams and will be responsible for drafting communication material in particular press materials.

## **WE LOOK FOR**

---

The successful candidate should be a senior communicator, with experience on all the different communication tools. It must be a team player who feels comfortable working in a young, dynamic team. S/he should have the capacity and proven experience to manage a team of people and a track record of working under pressure. The colleague we are looking for should have a journalistic background with experience in traditional media. S/he should have very good communication skills, good understanding of communication and EU institutions' environment and a strong sense of initiative as well as good interpersonal skills. Given the need of immediate operability, knowledge of Artificial Intelligence as a policy area is crucial. On top of that, given that Artificial Intelligence has a very important international dimension, experience in handling communication with third countries will be considered a strong asset. The successful candidate should also have experience in delivering presentations to external audiences in both English and French.

The selected candidate would be working daily with colleagues throughout the Directorate-General and in particular those in the Artificial Intelligence Office as well as the Spokespersons service (SPP), the Commissioner's cabinet and other Directorate-Generals including DG COMM (Directorate-General for Communication). This is a highly visible and sometimes high-pressure role, so s/he should be flexible and comfortable to work under short deadlines. An experience as a member of an interinstitutional network to coordinate communication across EU institutions will be considered an important asset.

Artificial Intelligence is a new and very visible topic. The European Union is posing as a pioneer and its communication on Artificial Intelligence will need to live up to high expectations, including testing uncharted grounds and testing unconventional tools and ways. Therefore, creativity, innovative thinking and web writing skills as well as knowledge of SEO (Search Engine Optimization) techniques are essential. The candidate should also be able to work with and provide feedback to graphic designers on multimedia products.

Digital issues can be complex and highly technical, but they need to be communicated in an attractive, understandable and accurate manner, to remind businesses and decision-makers of the central role of digital in Europe. The ideal candidate will need strong analytical and drafting skills, as well as the ability to quickly grasp complicated regulatory, policy, technical and consumer issues and translate them into attractive and comprehensible digital communication products. An experience in drafting speeches, narratives and political messages is essential. S/he should enjoy entering into



close dialogue with policy experts and converting their knowledge into clear messages for the citizens.

Prior knowledge and understanding of digital policies in particular Artificial Intelligence would be an asset, as would knowledge of how the European Commission works.

An excellent command of English and French in writing press material is a must.

## **HOW TO EXPRESS YOUR INTEREST?**

---

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

1. your CV      2. motivation letter      3. duly filled in application form.

Please send these documents by the publication deadline to [cnect-D4@ec.europa.eu](mailto:cnect-D4@ec.europa.eu) indicating the selection reference CNECT/COM/2024/1454 in the subject.

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



## ANNEX

### 1. Selection

#### ➤ Am I eligible to apply?

#### **You must meet the following eligibility criteria when you validate your application:**

Our rules provide that you can only be recruited as a temporary agent at the European Commission if you:

##### General criteria:

- Are a citizen of a Member State of the EU and enjoy full rights as a citizen;
- Have fulfilled any obligations imposed by applicable laws concerning military service;
- Are physically fit to perform the duties linked to the post;
- Produce the appropriate character references as to suitability for the performance of the duties.

##### Qualifications:

In order to be recruited in this position, you must have at least a level of education which corresponds to completed university studies of at least 3 years attested by a diploma.

Only qualifications issued or recognised as equivalent by EU Member State authorities (e.g. by the Ministry of Education) will be accepted. Furthermore, before recruitment, you will be required to provide the documents that corroborate the eligibility criteria (diplomas, certificates and other supporting documents).

##### Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU<sup>1</sup>
- AND a satisfactory knowledge (minimum level B2) of a second official language of the EU, to the extent necessary for the performance of the duties.

---

<sup>1</sup> The official languages of the European Union are: BG (Bulgarian), CS (Czech), DA (Danish), DE (German), EL (Greek), EN (English), ES (Spanish), ET (Estonian), FI (Finnish), FR (French), GA (Irish), HR (Croatian), HU (Hungarian), IT (Italian), LT (Lithuanian), LV (Latvian), MT (Maltese), NL (Dutch), PL (Polish), PT (Portuguese), RO (Romanian), SK (Slovak), SL (Slovenian), SV (Swedish).



### ➤ **What about the selection steps?**

The post was published internally within the Commission, inter-institutionally, and brought to the attention of competition laureates.

In accordance with Article 29 of the Staff Regulations, applications from Commission officials, officials from other Institutions, and laureates of competitions have priority. Only in the case that no suitable candidate can be found from the afore-mentioned categories this vacancy notice is published and is open to other applicants<sup>2</sup>.

The selection panel will choose a limited number of candidates for interview, based on the CV and motivation letter that they submitted. Due to the large volume of applications, we may receive, **only candidates selected for the next step of the selection phase will be notified.**

For operational reasons and in order to complete the selection procedure as quickly as possible in the interest of the candidates and of the institution, the selection procedure will be carried out in English and possibly in a second official language.

## **2. Recruitment**

The candidate selected for recruitment will be requested to supply documentary evidence in support of the statements made in their application.

The successful candidate will be required to undergo a mandatory pre-recruitment medical check-up, carried out by the Commission.

### ➤ **Type of contract and working conditions**

The place of employment will be in **Brussels**.

In case the successful candidate is an external candidate, s/he will be engaged as a **temporary agent under Article 2b of the [Conditions of Employment of Other Servants](#), in function group AD.**

The recruitment grade, as well as the step in that grade, will be defined on the basis of the duration of the candidates' previous appropriate professional experience, in accordance with [Commission Decision C\(2013\)8970](#) laying down the criteria applicable to classification in step on engagement.

---

<sup>2</sup> Officials from the Commission or other Institutions are invited to use the standard channels (SYSPER2 or inter-institutional vacancy portal).



The duration of the **1<sup>st</sup> contract will be of 1 to 3 years**. The contract might then be extended only once for a maximum of 2 years and in the interest of service. The duration of the extension will be defined according to the General Implementation Rules in force at that moment, in accordance with [Commission Decision C\(2013\)9049](#) on policies for the engagement and use of temporary agents.

All new staff have to successfully complete a 9-month probationary period.

The pay of staff members consists of a basic salary supplemented with specific allowances, including, where applicable, expatriation and family allowances. The provisions guiding the calculation of these allowances can be consulted in the Conditions of Employment of Other Servants. As a member of staff of the European institutions, your pay is subject to a tax raised by those institutions.

The European Commission applies a policy of equal opportunities and non-discrimination in accordance with Article 1d of the Staff Regulations.

Should you need further information on working conditions, please refer to [Working conditions and benefits of EU Careers](#).

For information related to Data Protection, please see the [Specific Privacy Statement](#) under “7. Information to data subjects on their rights”, to find your rights and how to exercise them in addition to the privacy statement, which summarises the processing of your data.