



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, backgrounds, languages and cultures make the Commission a vibrant and inclusive place to work.

WE OFFER GREAT JOBS AND GREAT WORKING CONDITIONS:

- Interesting and challenging jobs with plenty of opportunities for training and acquiring new skills and competencies throughout your whole career
- Opportunities to move between different policy areas throughout your career
- A package of flexible working conditions including the possibility of teleworking – we care about your work-life balance
- A competitive financial package, including comprehensive healthcare, accident and pension schemes
- A multilingual, multicultural workplace where personal and career development are strongly promoted
- Multilingual schools for your children

We recruit from a wide range of backgrounds and actively promote diversity and inclusion:

We do not only recruit political scientists and lawyers but are also looking for all kinds of profiles, including scientists, linguists, IT experts, data analysts and economists, as well as drivers and engineers.

We are committed to equal opportunities and to fostering a rich, diverse and inclusive working environment. We aim for our workforce to be representative of European society and strongly welcome applications from all qualified candidates. We actively seek to create a workplace where each staff member feels valued and respected, can give their best and can develop to their full potential.



To promote diversity and establish a geographically balanced pool of candidates, we strongly encourage applicants from Member States which are currently underrepresented in the European Commission workforce to apply. These Member States are currently Austria, Cyprus, the Czech Republic, Denmark, the Netherlands, Estonia, Finland, Germany, Ireland, Luxembourg, Malta, Poland, Portugal, Slovakia and Sweden¹. Recruitment will however remain strictly based on the merits of all applicants and no positions will be reserved for nationals of any specific Member State.

For more information ec.europa.eu/work-with-us

STAFF RECRUITED ON CONTRACTS

In addition to permanent officials, the European Commission offers non-permanent positions. 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](#)

¹ Please note that the list of underrepresented Member States may be subject to future amendment based on potential data changes over time.



INFORMATION AND COMMUNICATION ASSISTANT

Directorate-General for Communication (DG COMM) of the European Commission

Selection reference: COMM/COM/2025/1366

Domain: COMMUNICATION

Where: Unit COMM B.3 - Public Opinion & Citizens Engagement, Brussels

Staff category and Function Group: Temporary agent 2b/2d Assistant

Grade range: AST1-3

Publication deadline: 07/11/2025 - 12.00 (Brussels time)

WE ARE

Unit COMM B.3 is leading the activities related to DG COMM's domain leadership on citizen engagement and is carrying out trend and ad-hoc Eurobarometer surveys on topics of general interest and on key policy aspects of the Commission.

Its mission is twofold:

- (i) the further mainstreaming of citizen engagement across the Commission, including Citizens' Panels, as a tool for policymaking and a contribution to democratic innovation and resilience;
- (ii) conducting and publishing Eurobarometer surveys and informing decision makers about the state of public opinion.

To this end, the unit:

- develops and implements European Citizens' Panels on Commission's policy initiatives in co-ownership with policy DGs.
- manages and develop the Citizens' Engagement Platform under the umbrella of the 'Have Your Say' portal.
- provides the necessary infrastructure and advice for effective participation and deliberation of citizens in policymaking across the Commission, such as corporate guidance, an inter-service Citizen Engagement Group and the necessary contractual solutions.
- develops, with the help of other DG COMM units, communication strategies to give visibility to the citizen engagement activities and connect them with the wider public.
- monitors and informs on the follow-up to the citizen engagement activities, including through feedback events and a Newsletter.
- conducts trend and ad-hoc Eurobarometer surveys and assists Commission services in carrying out their Eurobarometer surveys.
- ensures the publication of Eurobarometer surveys on the public website and develops and maintains the IT infrastructure for web publication and data visualisation.
- co-operates with other EU Institutions that conduct surveys under the Eurobarometer umbrella.



<https://citizens.ec.europa.eu>
<https://europa.eu/eurobarometer>

WE PROPOSE

Unit COMM.B.3 is seeking to hire a communication assistant. You will have an interesting and pivotal role between the organization of citizen participation and debates on-site and online and their internal and external communication. You will notably:

- support the organisation and the visibility of the European Citizens' Panels and of the Citizens' Engagement Platform debates;
- support the methodological design of the Citizens' Panels and online debates as well as of the recruitment of participants, including managing the contracts and their implementation;
- keep track of democratic innovation and similar participatory initiatives in both the EU, EUMS and internationally;
- support the engagement with CSO, academia and other stakeholders working on citizen participation and deliberative democracy;
- support the GDPR and data protection related needs;
- support the drafting of communication plans and their implementation, including support to the management of contracts with communication service providers;
- support the communication activities of the unit in traditional and social media as well as internal communication channels (incl. preparing press material, visuals, factsheets, writing short articles, preparing concept papers etc.);
- support the work with other DG.COMM units, the SPP and communication contractors on social media assets, video productions, journalists/influencers outreach;
- assist in the preparation, implementation and follow up of the EU Citizens' Panels, possible other engagement formats and online debates on the Citizen' Engagement Platform;
- support the identification of events where participation could enhance the visibility of the unit's work.

WE LOOK FOR

We are looking for a motivated and open-minded colleague, who is willing to support the team in the design and organisation of our participatory and deliberative events, such as the European Citizens' Panels and the debates on the Citizens' Engagement Platform, on both their methodological and communication dimensions. We are serving the Commission and therefore service mindedness, adaptability and flexibility are key requirements.

The ideal candidate should demonstrate:

- be a team player with high sense of responsibility.
- Fluency (level C1) in English, both written and oral, is required; knowledge of French and other languages is a definite advantage (level B1).



- Previous experience in citizen engagement and/or deliberative democracy initiatives or event management would be considered as an asset.
- motivation, commitment as well as the willingness to work occasionally on weekends and after normal working hours to support citizen participation (the Citizens' Panels take place in Brussels from Friday noon to Sunday early afternoon; it can be expected that 2 Panels per year take place, one in the first semester and one in November/December).

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 COMM-B3@ec.europa.eu indicating the selection reference COMM/COM/2025/1366 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 for this position, you must have at least

- a level of post-secondary education attested by a diploma, or
- a level of secondary education attested by a diploma giving access to post-secondary education, and appropriate professional experience of at least three years.

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 EU²
- 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.

² 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 priority³. If these candidates do not best fit the requirements for the position, the Commission can recruit a temporary agent.

For temporary agents under Article 2(a) of the [Conditions of Employment of Other Servants](#), the post is published directly on the EPSO website, without mandatory prior internal publication.

A selection panel will choose a limited number of candidates for interview, based on the CV and application form 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 another 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 **Brussels**.

In case the successful candidate is not an official or a competition laureate, they will be recruited as a **temporary agent under Article 2(b) of the [Conditions of Employment of Other Servants](#), in function groups AST.**

³ Officials from the Commission or other Institutions are invited to use the standard channels (Sysper or inter-institutional vacancy portal).



➤ Grade

The recruitment grade, as well as the step in that grade, will be determined in accordance with [Commission Decision C\(2025\)4716](#) on policies for the engagement and use of temporary agents and with [Commission Decision C\(2013\)8970](#) laying down the criteria applicable to classification in step on engagement.

The recruitment grade will be calculated based on the qualifications and the number of years of professional experience, according to Art. 13 of the Commission Decision C(2025)4716. Higher grades may be granted exceptionally.

The duration of the **1st contract will be up to 4 years**. The contract might then be extended only once for a maximum of 2 years and in the interest of service, in accordance with [Commission Decision C\(2025\)4716](#) 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.