



## **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 Sweden<sup>1</sup>. 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](https://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](#)

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<sup>1</sup> 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 Interpretation (DG SCIC) of the European Commission

**Selection reference:** SCIC/COM/2026/513

**Domain:** Interpretation

**Where:** Unit SCIC.01.002 (Strategy, Policy and Communication), Brussels

**Staff category and Function Group:** Temporary agent 2b – Assistant

**Grade range:** AST1-3

**Publication deadline:** 09.04.2026 - 12.00 (Brussels time)

### WE ARE

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The Directorate-General for Interpretation (SCIC) facilitates the EU's democratic decision-making process by providing high quality conference interpretation to EU institutions, bodies and agencies and by delivering corporate conference organisation and meeting room management services across the Commission.

SCIC.01, Strategy, Policy and Communication, provides steer on the strategy and policy of the DG and the coherence of its actions. It coordinates horizontal activities as well as strategic discussions to find future-oriented solutions. Support to management in social dialogue and contacts with staff representatives are also a part of its mission. SCIC.01 reports directly to the Director-General. The Inter-institutional relations and Outreach sector covers inter-institutional cooperation, outreach to EU institutions, international partners and stakeholders in the promotion of multilingualism and other matters, including organising events, welcoming external visitors and managing the Knowledge Centre on Translation and Interpretation to disseminate best practices and exchange knowledge.

The Communication sector manages external and internal communication on SCIC's services, in particular through the Europa website, social media, SCIC's intranet and information sessions.

The SCIC HR Correspondent sector is a strategic partner to SCIC's managers in designing a-fit-for purpose organisation, identifying workforce needs and bridging competency gaps.

### WE PROPOSE

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We offer a visible and rewarding job in the Communication Sector of DG Interpretation's (DG SCIC) Strategy, Policy and Communication unit. You will join a dynamic team committed to promoting multilingualism and interpretation. Your main role will be to produce creative audiovisual content for both internal and external communication activities, in particular for social media, in line with the DG's communication strategy and corporate identity. You will

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advise on multimedia products, give technical and audiovisual support for their production, manage their post-editing and publish and manage, or assist in publishing and managing, multimedia content on various online channels. You will also have the opportunity to prepare graphic materials and support events through audiovisual means.

## **WE LOOK FOR**

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We are looking for an enthusiastic and highly motivated person

- With degree and proven experience in audiovisual production, multimedia publishing, (web)editing, graphic design and (photo) illustration;
- With an excellent understanding of the difference between internal and external communication and the importance of tailoring communication productions to the target audience;
- With an excellent understanding of successful AV content on social media;
- With an eye for details, reliability and a high sense of responsibility;
- Capable of working under pressure;
- Flexible and able to adapt quickly to changing priorities and tasks;
- With a positive 'can-do' attitude and strong interpersonal skills;
- With high proficiency in English and good command of French.



## **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 [SCIC-01-SECRETARIAT@ec.europa.eu](mailto:SCIC-01-SECRETARIAT@ec.europa.eu) and to [Martina.ANDRE-KAUT@ec.europa.eu](mailto:Martina.ANDRE-KAUT@ec.europa.eu) indicating the selection reference SCIC/COM/2026/513 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 evidence of a thorough knowledge of one of the languages of the Union and of a satisfactory knowledge of another language of the Union to the extent necessary for the performance of their duties<sup>2</sup>
- 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).

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<sup>2</sup> For accredited freelance interpreters, the accredited language combination is deemed to correspond to this criterion.



### ➤ **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<sup>3</sup>. If these candidates do not best fit the requirements for the position, the Commission can recruit a temporary agent.

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/French 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. Candidates are required to undergo a security vetting that is conducted with the national administration of the Member State.

### ➤ **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** .

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<sup>3</sup> 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 **1<sup>st</sup> 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.