



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 positions 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.

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.



Policy Officer

in DG RTD – European Commission

Job title: Policy Officer

Domain: Science and Research

Where: Unit RTD.D.4 – Democracy, Equality and Culture Brussels

Function Group: FG IV

Contract Type: 3b

Express your interest until: 27.04.2026 - 12.00 (noon), Brussels time

WE ARE

DG Research and Innovation develop and carries out the European Commission's policies on research and innovation (R&I). Unit RTD.D.4 “Democracy, Equality and Culture” is working on fostering the understanding, safeguard and exercise of democracy and European values, promoting gender equality and diversity in R&I policy, and enhancing the value of cultural heritage and fostering the competitiveness of cultural and creative industries (CCIs) via research and innovation. The unit cooperates with and raises awareness of the results of Horizon Europe projects among relevant stakeholders and other Commission services, to support the valorisation of research results and improve EU policies and programmes. See for more information:

- [Cultural Heritage and Cultural and Creative Industries \(CCIs\)](#)
- [The Cultural Heritage Cloud](#)
- [Gender equality in research and innovation](#)
- [Research and innovation funding for democracy and governance.](#)

The vacancy is in the Unit's ‘Culture team’ that is working on research and innovation with and for cultural and creative industries, including cultural heritage, with a special focus on the development of the cultural heritage cloud.

WE PROPOSE

The Unit is seeking to hire a policy officer supporting mainly the Culture Team, but also assisting the other teams of the unit in their work on democracy related research and policy for gender equality in R&I. This is a varied job that involves working with a wide range of partners inside and outside of DG RTD. It offers an opportunity to learn and grow in accordance with the needs of the job. The new colleague will take an active role in shaping and implementing the Commission's priorities in the area of R&I for cultural heritage and Cultural and Creative Industries. The main tasks and areas of responsibility of the successful candidate will be:

- analysis, conceptual reflections to provide contributions to strategic documents, gap analysis



- and work programmes of relevant EU funding programmes in the field of research and innovation for and with cultural and creative industries, including cultural heritage,
- follow-up to Horizon Europe calls for proposals relating to the fields of responsibility of the unit, including ensuring relations with the Research Executive Agency (REA) project officers, presentations at InfoDays and briefings for evaluators, policy briefs at kick-off meetings,
 - monitoring and analysing of scientific outputs and other results of Horizon Europe and other research projects to provide guidance and support to hierarchy in designing, delivering and evaluating EU policies mainly in the fields of culture, heritage, creative industries, and occasionally in other policy areas falling under the responsibility of the unit,
 - steering, designing and coordinating research and innovation projects with a strong digital focus, particularly those involving data, cloud-based environments and AI, with a particular focus on the European Cloud for Cultural Heritage,
 - liaising with other Commission services, executive agencies and stakeholders on issues relevant to the fields of competence of the unit, especially regarding cultural heritage and CCIs.
 - representing the unit in relevant committees, inter-service groups and working group meetings, under the supervision of an official,
 - contribute to the dissemination and valorisation of results and policy recommendations stemming from Horizon projects,
 - supporting the cooperation among projects (not only under Horizon Europe), and exchanges of scientists, practitioners and policy-makers,
 - contributing to the preparation of workshops, conferences and other similar events,
 - preparing briefings, speeches, replies to parliamentary questions, etc.,
 - contributing to the setup and management of procurement procedures (Open Calls, Restricted procedures, etc.).

WE LOOK FOR

We are looking for a dynamic and highly motivated colleague with a strong interest in and relevant experience of research and innovation funding and policy, in particular under EU Framework Programmes.

The ideal candidate should be:

- Curious, proactive and enthusiastic with a clear interest in research and innovation policies, and the EU's cultural and democratic foundations.
- Very good knowledge of cultural heritage and CCI related policies, at EU and/or Member State levels, with at least 3 years of relevant work experience,
- Very good knowledge of the Horizon Europe programme and its management with at least 2 years relevant work experience,
- Good understanding of EU policies that foster competitiveness, SMEs, scale-ups, access to finance, digital and data economy and skills, with at least 2 years of relevant work experience,
- Proven experience and ability to carry out tasks, such as literature reviews, data collection, and structured analysis, with excellent drafting skills to synthesise the findings. Experience with data visualisation tools would be an asset.
- Demonstrated experience in contributing to development and deployment of digital and data-driven projects, including cloud-based and AI solutions, with basic understanding of software development processes, and of the relevant EU digital and data policy framework,



or academic or working experience in Digital Humanities would be an asset.

- Good knowledge of democracy, or gender equality policies, or of public procurement management at European or national level would be an important asset.
- Very good organisational skills and a structured and result-oriented approach to work.
- Experience working in agile environments and collaborative team settings.
- Ability to manage stress in a dynamic environment with frequently high workload.
- Very good oral and written communication skills, in English. A good command of French would be an asset.
- Strong team spirit, client and service orientation.
- Open-minded, adaptable, and eager to take on new challenges, with a strong commitment to knowledge sharing and collaboration.

HOW TO EXPRESS YOUR INTEREST?

With a view to guaranteeing equal access to all, the Commission recruits from an open database of spontaneous applications. The present call for interests aims at helping the recruiters to identify potentially interested candidates within this database.

In practice, to express your interest, please follow the subsequent two steps:

1. If you are not registered yet in the open EPSO database, please do so at the following address: [CAST Permanent](#). Please select under selection procedures for contract agent the CAST permanent profile that best suits your education and experience.
2. You should send your documents in a single pdf in the following order:
 1. your CV
 2. completed application form.

Please send these documents to RTD-D4-ASSIST@ec.europa.eu by the publication deadline indicating the call for interest reference **EC/2026/RTD/434841** 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 contract 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 position;
- Produce the appropriate character references as to suitability for the performance of the duties.
- Have passed an EPSO CAST in the relevant Function Group for this position. At the stage of the application, it is sufficient to be registered in the [EPSO CAST](#) data base.

Qualifications:

- (a) Have a level of education which corresponds to completed university studies of at least three 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.

Languages:

- have a thorough knowledge (minimum level C1) of one of the 24 official languages of the EU²
- AND have a satisfactory knowledge (minimum level B2)³ 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).

³ For details on language levels, please see the Common European Framework of Reference for Languages (<https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>).



➤ **What about the selection steps?**

The selecting unit chooses from [the EPSO database](#)⁴ candidates with the appropriate profile and invites them to an interview. For the interview a selection panel is set-up to assess the best candidates. Due to the large volume of applications that we may receive only candidates selected for the interview 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 provide documentary evidence in support of the statements made in the database and, where relevant, the call for interest.

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**.

The successful candidate will be engaged as a **contract agent under Article 3(b) of the [Conditions of Employment of Other Servants](#), in function group FG IV**. General information on Contract Agents can be found at this link.

The grade or proposed grade range, as well as the step in that grade, will be defined on the basis of the candidates' previous professional experience, in accordance with [Commission Decision C\(2017\)6760](#) laying down the criteria applicable to classification in step on engagement.

The duration of the **first contract will be 1 year**. Subject to the interest of the service, the contract may be renewed one or more times up to a maximum duration of 6 years.

The duration of the renewal(s) will be defined according to the General Implementing Rules in force at that moment (currently, [Commission Decision C\(2017\)6760](#) on policies for the engagement and use of contract agents).

⁴ Therefore, candidates who did not pass already a CAST on the level Function Group IV, should register their profile at this address: <https://eu-careers.europa.eu/en/Cast-Permanent>



Contract agents recruited in Function Group IV 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.