

CIDSE is an international family of Catholic social justice organisations working together with others to promote justice, harness the power of global solidarity and create transformational change to end poverty and inequalities. We do this by challenging systemic injustice and inequity as well as destruction of nature. We believe in a world where every human being has a right to live in dignity. www.cidse.org

The CIDSE Secretariat, located in Brussels, is currently looking for a:

COMMUNICATIONS & MEDIA RELATIONS OFFICER (replacement of Parental Leave)

to join its secretariat and strengthen its small but dynamic communications team as of **February 4th, 2019**. The successful candidate will contribute to achieving the overall communications objectives of CIDSE's workplan, including internal and external communications strategies for the network.

Conditions

The position is full-time. We offer a fixed-term 10-month contract. Start date is February 4th, until December 31st, 2019.

Your responsibilities:

Under the supervision of the Secretary General:

- You devise and implement strategic communications and media strategies in collaboration with secretariat team members;
- You coordinate the activities of the communications team at CIDSE;
- You coordinate communications activities among member organizations, organize task forces and brainstorming sessions;
- You manage graphic, video and digital projects and realize some of them in-house;
- You overlook the editorial coherence on CIDSE's website including its blog spaces;
- In cooperation with the Digital Communications Officer, you devise social media strategies;
- You reach out to media and draft press material;
- You organize media events (e.g.: webinars, press conferences);
- You participate in international events;
- You draft articles and create various types of media content;
- You manage the communications budget.

Your profile:

- You have at least 3 years of work experience;
- You hold a degree in the field of communications/journalism or similar;
- You have excellent written and oral communications skills;
- You have excellent written and spoken English skills - other languages such as Spanish and French are an asset;
- You have knowledge of and commitment to the mission and values of CIDSE;

- You have good team-working skills and the ability to work in a network, a multi-cultural NGO environment;
- You are a good multi-tasker and results oriented with a service–delivery oriented and professional attitude;
- You have an encouraging, positive and open-minded attitude. Experience of working in a multi-cultural team or context are an asset;
- You are available to travel.

CIDSE offers:

- the opportunity to work in an international organization with a dynamic international team;
- the opportunity to work with CIDSE member organizations, allies and partners worldwide;
- the opportunity to work in the Brussels EU-Quarter;
- an interesting and challenging job.

The terms and conditions of working, including salary range, are those of CIDSE and depends on experience.

For more information about CIDSE please visit our website www.cidse.org

Please send your CV and cover letter by 15 December 2018 to: recruitment@cidse.org or to:
CIDSE Secretariat - Attn: Secretary General
16, rue Stévin
1000 Brussels, Belgium
Fax: + 32 - 2 - 230 70 82

Interviews will likely be held during the first and second week of January 2019.