

(Senior) Policy Analyst for the European Politics and Institutions Programme

Due to an internal progression, the [European Politics and Institutions \(EPI\) Programme](#) is seeking a **(Senior) Policy Analyst** to work on topics related to EU institutions, governance, rule of law and democracy.

(re-advertisement, previous applicants need not apply)

Profile

- University degree in political and social sciences, international affairs, law, economics, or history;
- At least three years of proven expertise on EU institutional and governance issues, rule of law and democracy, and good knowledge of national politics in some member state(s);
- Demonstrated ability to research, write and present high-quality policy analysis;
- Experience in fundraising and managing complex projects to successful delivery;
- Strong interest in European affairs and commitment to European integration;
- A thorough understanding of EU institutions and a good understanding of past and current developments in relevant EU policy areas;
- Excellent analytical, writing and communication skills are a must;
- Knowledge of research and statistical methods is a plus;
- Ability to engage and network with experts and interested stakeholders;
- Ability to work independently as well as in a multi-disciplinary team;
- Dynamic, flexible, reliable and attentive to detail;
- Fluent in English, fluency in at least one other major European language is desirable.

Main duties

- Development and implementation of the EPC's activities on EU institutional and governance issues, the rule of law and democracy, and national politics in some member state(s);
- Research and writing policy analyses;
- Managing ongoing projects or developing future ones, including producing new ideas and taking the initiative on projects and activities, as well as contributing to the organisation of the European Politics and Institutions Programme;
- Overseeing/organising and moderating events (drafting event proposals, invitations and programmes, identifying and contacting speakers);
- Liaising with external experts and interested stakeholders, as well as building and maintaining a network; supporting/leading fundraising activities for the Programme in the relevant policy areas.

The posts will remain open until Wednesday 30 August, with a first analysis of applications on Wednesday 16 August. Interviews and recruitment will take place on a rolling basis. For more details about how to apply, see below.

How to Apply

Candidates who meet the requirements should send by e-mail a **one-page motivation letter addressed to Emma Woodford, EPC Chief Operating Officer, together with a CV, each in PDF format**, to cv@epc.eu

The email should include the **name of the position, the programme, and your name and surname in the subject line**, for example, Project Manager Connecting Europe Name Surname.

All applicants are warmly invited to include writing samples. Applicants to the communications position, please include your attachments together with CV and motivation letter.

The EPC is an equal opportunities employer. We value diversity and particularly encourage applicants from groups of society that are not well represented in Brussels think tanks, Brussels-based civil society or European policy making.

*All applicants will be sent a diversity survey upon receipt of your application. The data will be confidential and only used for our internal monitoring purposes. **Please do not include a photograph in your application.***

In view of the expected high number of applications, please note that we will only be able to contact shortlisted candidates.