

## NOTICE OF RECRUITMENT

### Media Communications Officer

<b>Reference number</b>	2026/1/AD
<b>Type of contract</b>	Temporary staff (open-ended), full-time
<b>Function group &amp; grade</b>	AD 7
<b>Salary</b>	Basic monthly salary € 7.876,27 and benefits
<b>Place of employment</b>	Brussels, BELGIUM
<b>Application open until</b>	16 February 2026, 12:00 (CET)
<b>Candidates shortlisted and tests</b>	March 2026

### About the EPP Group

The **Group of the European People's Party (EPP Group)** is the largest and oldest group in the European Parliament. As a centre-right group, the Group is committed to creating a stronger Europe, building on its people and working towards the benefit of all Europeans. It is aiming to reach a more ambitious and a more self-assured Europe where everyone has an equal opportunity to succeed. In its day-to-day business, the Group and its Members can rely on the multinational secretariat providing high quality political, administrative and technical support.

### Departments

The Chairman's Cabinet is responsible for providing political, legal, and administrative advice and support to the Chairman across all his responsibilities and activities.

### Job description

The Media Communications Officer fulfils a supranational function within the EPP Group Secretariat and carries out, the following functions and duties:

- Develop, implement, and manage the Chairman’s social media strategy, ensuring coherence with the broader communication priorities of the EPP Group;
- Coordinate strategic alignment between the Chairman’s Office and the Group’s Digital Communication teams to guarantee unified and impactful messaging;
- Define and monitor relevant social media KPIs, ensuring continuous optimisation and data-driven decision-making;
- Plan, coordinate, and oversee the implementation of digital communication projects that advance the Chairman’s political objectives across all online platforms;
- Coordinate the production, review, and publication of social media content, ensuring accuracy, consistency, and compliance with internal procedures;
- Contribute to the planning and execution of the annual and medium-term work programme concerning the Chairman’s digital communication;
- Stay informed of the latest trends, best practices, and technologies in social media;
- Monitor SEO, user engagement, and overall platform performance, proposing improvements where needed;
- Maintain oversight of online publications related to the Chairman, ensuring quality control and compliance with political and institutional standards;
- Engage proactively with influencers, stakeholders, and online communities to strengthen visibility and political reach;
- Provide expert advice on social media developments and contribute to innovation in digital communication tools, formats, and strategies;
- Ensure full compliance with internal rules, procedures, and relevant regulations;

The post of **Media Communications Officer** in the EPP Group Secretariat offers an excellent opportunity to contribute directly to the Chairman’s political communication at the highest level. The role involves developing, implementing, and managing the Chairman’s social media strategy, ensuring alignment with the broader communication priorities of the EPP Group, and strengthening the Group’s presence and visibility across digital platforms. It includes planning, coordinating, and overseeing digital communication projects, monitoring performance indicators, and ensuring that content is accurate, engaging, and compliant with institutional standards.

The position requires close collaboration with the Chairman’s Spokesperson, the Group’s Social Media Team, and other communication units to guarantee coherent, impactful messaging. It also involves providing expert advice on social media developments, contributing to innovation in digital communication tools and formats, and staying informed of the latest trends, technologies, and best practices in the field.

Frequent travel outside the place of work is required, particularly to the monthly plenary sessions in Strasbourg and to the EPP Group’s external meetings in Belgium and abroad several times per year. Presence at various evening events may also be required.

The role demands strong political and communication awareness, excellent drafting and digital-content skills, and the ability to work independently as well as collaboratively in a fast-paced,

multicultural environment. Candidates should demonstrate creativity, sound judgement, flexibility, and the capacity to manage multiple priorities under pressure. Outstanding communication skills, discretion, and a results-oriented approach are essential, alongside a deep understanding of social media dynamics and analytical proficiency in monitoring performance and optimizing content strategies.

## Job requirements

Candidates must have:

- a level of education which corresponds to completed university studies of at least four years attested by a diploma in Communication Studies, Media Studies, Design, Journalism, Public Relations, European Studies, Political Communication, Marketing / Digital Marketing or a related field when the normal period of university education is four years or more,  
**or**
- a level of education which corresponds to completed university studies attested by a diploma in one of the above-mentioned fields and appropriate professional experience of at least one year when the normal period of university education is at least three years;
- at least four years of relevant university-level professional experience in an advisory or communications role related to EU policy, corresponding to the duties described in this job description, acquired after obtaining the required educational qualification indicated in this notice;
- a thorough knowledge of English (C1);
- a very good knowledge of another EU language (at least C2);
- knowledge of the EP's and of the EPP Group's Secretariats, their organisation and functioning;
- a very good knowledge of Microsoft Office (Word, Excel, Outlook, PowerPoint);
- proficiency in graphic design and visual communication tools such as Adobe Illustrator, InDesign and Photoshop;
- knowledge of Flash and other multimedia technologies;
- knowledge of social media monitoring tools;
- knowledge of social media analytics and management tools, including Facebook and Instagram Insights, X, LinkedIn analytics;
- knowledge of online campaign and landing-page tools (e.g. Unbounce)

## Salary & benefits

**Successful candidate(s) may be offered a contract as a temporary agent of the type 2(c) for an indefinite period, in accordance with the Conditions of Employment of Other Servants of the European Union (CEOS).**

In addition to the basic salary, the following benefits apply:

- ⇒ Comprehensive **health insurance** (worldwide coverage);
- ⇒ Participation in the **EU pension scheme** (entitlement after 10 years);
- ⇒ At least **24 days** of annual leave;
- ⇒ **Allowances** (e.g. expatriation, household, dependent child, installation) depending on your situation;
- ⇒ **Training and career development opportunities.**

## General admission conditions

CANDIDATES MUST FULFIL THE FOLLOWING CONDITIONS (art. 12(2) of the CEOS):

- be a national of one of the Member States of the European Union;
- enjoy their full rights as a citizen (have no entries in their criminal record);
- have fulfilled any obligations imposed by the laws concerning military service;
- meet the character requirements for the duties involved.

## Personal Data

The EPP Group ensures that applicants' personal data are processed in line with Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, particularly as regards their confidentiality and security and repealing Regulation (EC) No 45/2001 and Decision N° 1247/2002/EC.

## Equal opportunities

The EPP Group is an equal opportunities employer that is committed to diversity and to creating inclusive working environment. We encourage applications from qualified women and men who fulfil the job requirements, regardless of their age, race, ethnic origin, religion or belief, disability, sexual identity or any other characteristic.

## HOW TO APPLY

**Help us build a stronger, innovative, and forward-looking Europe. Join the EPP Group today!**

### Before You Apply

1.  **Read carefully** this notice.
2.  **Prepare your supporting documents.** Your applications **must be supported by:**

- Diplomas (university studies).
- Proof of professional experience indicating the start and end dates (contracts, attestations, salary slips or equivalent). *Traineeships are not taken into account.* If the documents are not in English, French, or German, an unofficial translation into one of these languages must be provided.
- For self-employed activity: official documents (tax forms, VAT, invoices, etc.).
- Proof of language(s) knowledge (certificates or a written explanation if none available).
- Copy of ID card or passport.

⚠ Only complete applications submitted by **the closing date** and **supported by the required documents** will be considered by the Selection Committee

- Any qualifications or experience not duly substantiated by supporting documents **will be disregarded.**

### 3. 📁 **Submit your application below by 16 February 2026, 12:00 (CET)** with attaching the following:

- ⇒ Europass CV (in English)
- ⇒ Motivation letter (max. 500 words, in English)
- ⇒ All supporting documents in **1 single PDF** (max. 15 MB)

### 4. ✉ **Confirmation** – You will receive an acknowledgement email. Check your spam folder if it does not arrive.

- Urgent queries may be sent by email to: [epp-recruitment@europarl.europa.eu](mailto:epp-recruitment@europarl.europa.eu)
- NO PHONE CALLS

### 📄 **ADMISSION TO THE SELECTION PROCEDURE AND THE TESTS**

- The selection procedure is based on qualifications and tests (3 written tests in English + 1 oral test).
- The Selection Committee will review applications and select up to 8 candidates whose qualifications and documented professional experience best match the role.
- Decisions are based solely on the information provided in the application form and supporting documents.
- Candidates will be notified by email if they are admitted to the tests.
- False or unsupported information at any stage will lead to disqualification.
- Detailed information on the tests (nature, duration, scoring) is provided only to invited candidates.

## INCLUSION ON THE LIST OF SUITABLE CANDIDATES

- Candidates who obtain at least 60% of the total points and meet the minimum mark for each test will be included on the list.
- The 2 highest-scoring candidates will be ranked in order of merit.
- Inclusion on the list does not guarantee recruitment.

## CONDITIONS OF RECRUITMENT

Candidates on the list of suitable candidates are **eligible for recruitment** as positions become available in the EPP Group.

- Recruitment will be at grade AD7; one post is available.
- The list is initially valid for 2 years and may be extended; candidates will be notified if so.
- Shortlisted candidates offered a position must provide original diplomas, degrees, and employment certificates for verification.

Link to the online application form:

<https://system.erecruiter.pl/FormTemplates/RecruitmentForm.aspx?WebID=fd0d6fd3246541df8ebac017110d5e82>