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Job | 12.12.2024

Stakeholder Engagement Officer: Green Business and Trade Unions

Vacancy Notice – Contractual agent (FG III)

This is to inform you that the Greens/EFA Group in the European Parliament is looking for a **full-time Stakeholder Engagement Officer dedicated to Green Innovators and Businesses and Trade Unions**.

This is a fixed-term contractual agent contract, function group III, until 31st December 2026, renewable until the end of the mandate.

The indicative salaries grid is available here: https://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=OJ:C_202301544&qid=1729673755563

Deadline for application: 13/01/2025 at 12 PM

Starting date: as soon as possible

The Stakeholder Engagement Officer supports our MEPs with the creation or consolidation of meaningful long-term partnerships with key stakeholders. You will be one of four stakeholder engagement officers - each working on a different sector - as part of the Stakeholder Engagement and Outreach Team. The team's mission is to connect our EU institutional work to people's daily lives and to empower our allies across Europe to defend our shared political priorities.

Tasks to be performed:

- Design, implement and evaluate stakeholder engagement strategies in close coordination with the Greens/EFA Group MEPs, delegations and bureau and under the supervision of the Stakeholder Engagement and Outreach Team Leader.
- Organise internal coordination with MEPs, delegations, bureau, management team and other units within the Greens/EFA Group to jointly develop the stakeholder engagement plans, starting with setting up systems to ensure dynamic and continuous mapping of the Greens/EFA Group stakeholders that are either Green Businesses/Innovators or Trade Unions. Also to secure political

approval for the stakeholder objectives and plans, including the establishment of measurable objectives for the mid-term, for 2028 and for 2029.

- Support our MEPs, bureau and management team in mainstreaming social justice throughout our political work, including in our exchanges with businesses and trade unions.
- Conduct regular needs-assessments and strategic research (for example through polling analyses, academic research, customised and regular surveys of our stakeholder groups, listening events and consultations) as well as identifying lessons learned to shape and readapt where necessary the Greens/EFA stakeholder engagement strategies.
- Responsible for the implementation of the relevant stakeholder engagement activities, including conducting consultations to identify and align priorities; curating and developing content of relevance to stakeholders; organising visits and missions; delivering listening events; fostering dialogue and continuous sound-boarding and amplifying the voices of trade unionists and business leaders that treat their workers well.
- Support the team leader, management team and Secretary General in the preparation of political horizon-scanning meetings to identify upcoming opportunities in a timely manner, making sure to gather and transmit the inputs from relevant stakeholders and MEPs in order to suggest next steps for political consideration.
- Engage in synergic planning with the group's political partners, notably the European Green Party, the Federation of Young European Greens (FYEG) and the Green European Foundation.
- Responsible for the planning, execution and reporting on the annual budget for engagement with stakeholders and the sound management of related administrative tasks as well as the strategic usage of our CRM to manage and track our stakeholder relations.

Requirements:

- Have working experience in line with the function of at least 3 years;
- Experience in developing stakeholder engagement plans or in conducting regular needs-assessments, transparently processing the findings and structuring the follow up; Strong networking skills; and experience in working on or with green businesses, green entrepreneurs, the social economy, or the trade union sphere including having strong networks in any of those areas;
- Experience in using CRMs to track stakeholder engagement;
- Capacity to work smoothly in a team, including strong communication and information-sharing, as well as the flexibility and open-mindedness to brainstorm new ideas and learn from past experience;
- Strong project management skills and an ability to work in a fast-paced and deadline sensitive environment, managing multiple requests, inputs and projects at the same time;
- Understanding of policies related to trade unions and workers rights or green business and entrepreneurship and background in viewing these policies in terms of mobilisation opportunities;
- Strong writing skills including very good knowledge of English and of at least one other EU language;

Assets:

- Facilitation skills, active listening skills and the ability to match interests with opportunities to create win-win partnerships;
- Good knowledge of the European institutions, EU legislation and decision-making process
- Forward-thinking and skilled in horizon-scanning to identify upcoming opportunities well ahead of time;
- Educational background in line with the function;

Under article 82, (3) of the Conditions of Employment of Other Servants (CEOS) of the European Communities, candidates must:

- Be citizen of an EU Member State unless an exception is authorised by the authority referred to in article 6 (1);
- Enjoy full rights as citizen;
- Have fulfilled any obligations imposed by the laws concerning military service;
- Meet the character requirements for the duties involved.

The Greens/EFA group is dedicated to providing equal employment opportunities, fostering diversity, and creating an inclusive, discrimination free and harassment free work environment. Therefore, we actively work on minimising the influence of our biases in our recruitment procedures, in particular related to but not limited to, ethnicity, national origin, race, age, gender identity and expression, sexual orientation, domestic circumstances, physical appearance, disability status, socioeconomic background and atypical careers.

In case of equal appreciation on competence and suitability for the position, preference will be given to applicants from under-represented groups.

In case of interest in this position, send a motivation letter with your CV **by e-mail only** to the Greens/EFA HR department (Greens.HR@ep.europa.eu) **before the 13/01/2025 at noon CET.**

Recommended

Contact person



Clara Cardia

Human Resources Assistant

Attached documents

[Job Opening - Stakeholder Officer Green Businesses and Trade Unions](#)

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