ETUCE – European Trade Union Committee for Education
Education International - European Region

Vacancy Notice
The European Trade Union Committee for Education
Equal Opportunity Employer
Invites applications for the full-time position of
Policy Coordinator on Social Dialogue and Economic Governance
Brussels

The vacant position is to be filled as of 1 March 2022.

About ETUCE
The European Trade Union Committee for Education represents 127 education trade unions in Europe from 51 countries with approximately 11 million members, vis-à-vis the EU policymaking institutions in Brussels, the Council of Europe, and other European organisations. The main work of ETUCE relates to education and labour-market policies in Europe. In addition, the organisation plays an important role in supporting and coordinating the international cooperation among its member organisations in the EU/EFTA countries and its member organisations in other parts of Europe. ETUCE is the European Region of Education International (EI). It is a Social Partner organisation at European level and a European Trade Union Federation within the European Trade Union Confederation (ETUC). The ETUCE Secretariat in Brussels is a relatively small secretariat, valuing an informal working atmosphere, close teamwork, and a high level of excellence in its work.

The position
The Policy Coordinator works under the supervision of the European Director and primarily supports the implementation of the work programme and development of initiatives at European level in the areas of Social Dialogue, Economic Policy and Governance as well as the coordination of the European Sectoral Social Dialogue Committee for Education, supervising the work of the respective unit, liaising with other coordinators as appropriate and reporting as required.

The Coordinator’s work consists of developing policies and organising activities for ETUCE member organisations in the specific policy field, carrying out EU funded projects as well as organising webinars and conferences within the area of responsibility. This position includes the specific focus of monitoring and following-up on the European and national recovery policies in education, with a view to inform the development of ETUCE’s policy in this area. The work aims to create practical results and actions to influence and gain the support of member organisations as well as European and national policy-makers and other actors in education. The position
includes the responsibility to represent ETUCE at events and meetings with European-level institutions and organisations.

As ETUCE organises conferences and other activities abroad, the position entails frequent travelling to European destinations.

**Key responsibilities:**

- monitoring the developments in relation to Social Dialogue, Economic Policy and Governance and related issues
- facilitating the European Sectoral Social Dialogue in Education and relations to the European Federation of Education Employers – EFEE
- analysing the EU Economic Policies and Economic Governance from an education trade union perspective
- analysing EU labour market policies from an education trade union perspective and employment directives relevant for teachers and other education personnel;
- analysing privatisation and commercialisation trends relevant for teachers and other education personnel;
- facilitating the work of ETUCE and its member organisations regarding trade union renewal in the education sector
- drafting policy papers for the statutory bodies
- coordinating trade union and social dialogue projects
- preparing and following-up of conferences, seminars, and other meetings.
- assisting in the coordination of European education trade union campaigns
- assisting the ETUCE Secretariat in the general work with member organisations
- representing ETUCE at relevant organisations, events and conferences

**Required Education and Employment Background**

- University degree in a relevant discipline or its equivalent
- Sound experience and a strong interest in working with the relevant areas of education trade union policies, including Social Dialogue, Economic Policy and Governance.
- Relevant experience, or a strong interest in European trade union policies.
- Relevant experience in project management.
- Excellent level of written and oral English
- Good command of French; Spanish, German and/or Russian are an asset
- Excellent communication skills, including knowledge of political communication;
- Sound media literacy and computer skills.

**Offer**

An attractive salary and conditions of service package are to be provided in accordance with the ETUCE/Staff Collective Agreement. Health and travel insurances are provided.

Applications including a cover letter and CV as well as a portfolio with supporting material of the candidate’s experience must be submitted by 07 January 2022 to job@csee-etuce.org