

Media relations & stakeholder engagement officer

Tipik is a Brussels-based consultancy providing integrated communication services to the EU institutions and other organisations. We are recruiting a Media relations and stakeholder engagement officer to help design and implement multilingual communication strategies.

Responsibilities

You'll be part of our Outreach team which designs and implements a variety of communications strategies for the European institutions aimed at stakeholders, businesses and citizens. You'll work closely with and under the guidance of our Senior Outreach Strategist.

The ideal candidate will have a passion for communication, a sound grasp of key concepts for successful media/stakeholder relations and a can-do mindset.

Responsibilities include:

- Support the design and roll out of communication strategies and plans (e.g. for events).
- Support the planning and implementation of large-scale, multi-channel communication strategies in several languages.
- Stakeholder mapping and outreach activities development.
- Support development of media relations strategies, prepare media lists and disseminate press releases.
- Effective follow-up with journalists and stakeholders.
- Track and evaluate communication activities' performance against set objectives.
- Contribute ideas and expertise in developing offers for requests for proposals.

Requirements

- Relevant experience in the implementation of communication strategies and plans (2-3 years).
- An aptitude and appetite for communications.
- A team player with the curiosity and drive to learn.
- Knowledge of key media relations tools.
- Experience with professional working methods for working with media and stakeholders.
- A Bachelor's degree in communications, journalism, or similar professional experience.
- Excellent English (written & spoken), French (spoken) is an advantage.
- Good organisational and time-management skills.
- Knowledge of the EU environment is a plus.

We offer:

- The opportunity to join our growing outreach team.
- A central office location with wellness centre and additional services such as a laundry, car wash and more.
- A dynamic and flexible multi-cultural organisation.
- A supportive and collaborative working environment.

How to apply

Please send your CV in English to jobs@tipik.eu with the subject line: Application for Junior Communications Officer.

Only short-listed candidates will be contacted.

Closing date: 15 February 2022

GDPR

Tipik Communication Agency is committed to protecting your privacy. We will always keep your personal data safe and will aim to comply with applicable data protection legislation, including the EU [General Data Protection Regulation](#) 2016/679 and the Belgian data privacy act of 8 December 1992 ([FR/NL](#)). We do not store CVs of rejected job applicants, unless the individual has given us his/her consent, in which case it will be stored for a maximum period of six months. Please specify this in your CV and covering letter.