



APPLiA represents the common interests of home appliance manufacturers in Europe. The Association has 24 Direct Members and National Associations covering 25 countries. It promotes the industry's mission to increase appliance performance while reducing its impact on the environment. It plays an active role in the fields of sustainability, circular economy, energy efficiency, ecodesign, energy labelling, e-waste, resource management, chemicals, smart living, trade, safety and standardisation.

The successful candidate will work on environmental and sustainability issues related to the home appliance sector in APPLiA's environment policy team.

Junior Policy Officer - Environment

We are looking for a self-starter who is motivated for a career in European policy. The ideal candidate is a good communicator with a positive attitude, a strong sense of teamwork and can adjust easily to changing circumstances. This position is best suited to someone who is keen to progress their career in Brussels and ideally has already completed an internship or previous junior role in European affairs.

Main responsibilities:

- Play a proactive role in the APPLiA environment team in policy monitoring, intelligence gathering and in analysis of documentation and legislative proposals related to the current EU environment policy agenda;
- Research and write the monthly policy updates for members;
- Coordinate internal member working groups - news alerts, preparation of emails, meeting agendas, minutes, presentations, documents and logistics;
- Prepare briefing materials, position papers and presentations for stakeholders, regulators, member organisations and senior management;
- Support the Environment Policy Director and Manager in developing and executing advocacy on relevant dossiers, in close coordination with the APPLiA membership;
- Support in the development of APPLiA's Circular Appliance strategy www.circularappliances.eu;
- Promote and represent the home appliance sector towards the European Institutions;
- Work closely with other stakeholders, such as NGOs and consumer organisations on environmental issues;
- Support in coordinating and mapping advocacy activities with national actors and other European industry sectors;
- Arrange outreach and organise policy events;
- Represent APPLiA's environment team at internal and external meetings.

Professional experience:

- Good knowledge of the EU institutions and the decision-making process;
- Previous professional experience in industry or with the home appliance sector will be considered a strong asset;
- Some experience in EU affairs, preferably in Brussels.



Education:

- Relevant Bachelor or Master's Degree: International or European Affairs, Economics or Political Science , Environmental studies;
- A scientific education will be considered if supported by education and/or experience in the European political environment.

Technical skills:

- Good level of general computer literacy: Google Docs, MS Office, presentations, spreadsheets, databases, web-meeting platforms;
- Project management and presentation skills;
- Good analytical skills and an ability to assimilate the various aspects of an issue rapidly;
- Good skills to both write and edit engaging reports, briefing and position papers;

Personal qualities:

- Independent, well organised and able to work autonomously as well as within a team;
- Flexible, ability to work on a number of projects simultaneously and to manage competing demands and deadlines;
- Eager to learn and manage technical subjects (e.g. chemical policy);
- Capacity to work effectively in cross-cultural and diverse stakeholder environment;
- Ability to manage relationships with colleagues and members constructively, diplomatically and with discretion;
- Comfortable speaking in public and to large groups;
- Good organisational and planning skills;
- Ability to work in a small team.

Languages:

- Fluent English (both spoken and written);
- Other European languages will be considered an asset.

Job conditions:

- The opportunity to develop a career in an EU related environment within an innovative industrial sector and a multinational, dynamic association;
- On-the-job mentoring, coaching and training;
- A motivating, multilingual and multicultural working environment;
- Salary package according to Belgium law;
- 1-year initial contract (possibility to renew);
- Reporting to the Environment Policy Director.

To apply, please send your CV, cover letter to Korrina Hegarty, Environment Policy Director at korrina.hegarty@applia-europe.eu by 23 September 2022. Applications will be evaluated and considered for a first interview on a rolling basis, therefore you are encouraged to send yours as soon as ready.

APPLiA - Home Appliance Europe represents home appliance manufacturers from across Europe. By promoting innovative, sustainable policies and solutions for EU homes, APPLiA has helped build the sector into an economic powerhouse, with an annual turnover of EUR 47 billion, investing over EUR 1.4 billion in R&D activities and creating nearly 1 million jobs.

