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**Communications Officer**

Textile technology, innovation and sustainability are fascinating subjects. Communicating about them clearly and attractively to drive active stakeholder engagement is a top priority of Textile ETP. Are you the one to make it happen?

The European Textile Technology Platform (Textile ETP) is the manager of a highly engaged European community of researchers, technology developers, industry innovators and multipliers from the textile and clothing sector. We act as a think tank, strategic connector, intelligence and EU funding access provider for our members and the European textile and fashion industry as a whole. We are managing open innovation and learning communities in areas such as circular economy, biobased or smart textiles.

We also work intensively with European policy, stakeholders from related sectors and the media to promote the fascination and economic potential of textile research and innovation which touches almost every aspect of life and business, from fashion and interiors, to healthcare, sports, personal protection, transport, construction, energy or agriculture.

We are looking to hire a Communications Officer to join our small dynamic team. As our Communications Officer you plan, implement and monitor all our communication activities and make sure our members and external stakeholders are fully aware of what we do and engage with us regularly and positively.

**More specifically we expect you to:**

* Implement a coherent communications strategy to raise awareness of the objectives and promote the activities of the Textile ETP;
* Write clear and engaging content about the full range of our activities
* Design appealing layouts for all our communication materials
* Manage the content of our website, our newsletter and our social media channels LinkedIn and Twitter;
* Lead the launch of our YouTube channel
* Plan and implement dissemination activities for our EU projects;
* Respond to media and other external inquiries;
* Support the organisation of physical and online events and workshops;
* Monitor, measure and assess impact of communication actions incl. metrics & analytics.

You will do all this with full support of a motivated and accountable team and with active help of your predecessor in a spirit of constant improvement, personal learning and professional growth.

To succeed as our Communications Officer, you should be a self-starter, able to think and write clearly, work independently and creatively, be reliable in planning and implementing your tasks, able to listen, give and take feedback and constructive criticism independent of hierarchy, be open and supportive towards colleagues and members, be committed to and accountable for the quality of your work, while not being afraid to ask for help.

**Your specific skills and competences:**

* Excellent drafting skills for high quality written communication material in English
* Experience with major on-line and social media communication tools and strategies
* Excellent office and communications IT skills (MS Office incl. SharePoint, Teams & other videoconferencing tools, design, publishing and video editing software such as Adobe Creative Cloud/Canva, WordPress or similar web development & CMS tools, e-newsletter tools such as Mailchimp – experience with any other professional digital communication/ collaboration tools are a plus)
* Experience in events organisation and promotion
* Curious, fast learner with an eye to constant improvement of your work
* Good general communication and networking skills
* Good time management, organisational and problem-solving skills
* Flexible person, a real team-player

**Education**

Bachelor degree level in Communications or equivalent professional experience

**Required experience**

* At least 2 years of relevant working experience in communications, preferably within a European environment
* Good knowledge of EU research/innovation policies and programmes and/or a passion for technology, innovation and creativity in textile or related sectors are a strong plus

**Languages**

* Fluent proficiency in written and spoken English
* Knowledge of additional widely spoken EU languages is a plus

**We offer you:**

* A full-time position with ample opportunities to learn and grow.
* A dynamic international work environment in a modern work place in the heart of the Brussels EU quarter and a flexible home working policy
* A competitive compensation package adapted to the level of skills and professional experience

Starting date will be beginning of July 2022 latest, preferably earlier.

To apply, please send a short but precise and meaningful motivation pitch by email to info@textile-platform.eu, accompanied by your CV and at least one recent published text written by you in English (additional links to relevant websites, blogposts, videos, or professional social media accounts written/managed by you are welcome). **Applications without the writing sample will not be considered.**

Send your application including “Textile ETP Communications Manager” in the subject line until **22 May 2022.**