

JOB VACANCY

The Brussels Office of the Rosa-Luxemburg-Stiftung is hiring a

Project Manager (full time, permanent)

based in Brussels, earliest possible start date

The Rosa-Luxemburg-Stiftung is a German political foundation that is active in Germany and abroad. Its work is based on the ideas and actions of its namesake, the socialist activist Rosa Luxemburg. We work to promote peace, democracy, social justice and democratic socialism.

The main focus of the Brussels Office of the Rosa-Luxemburg-Stiftung is to carefully examine European Union policies and work on alternative strategies for European integration. We are hiring a Project Manager to assist our work.

Subject areas:

As part of its work, the Brussels Office of the Rosa Luxemburg Foundation works on a range of issues concerning international policies and EU foreign relations under a programme financed by the German Federal Ministry for Economic Cooperation and Development. Projects in this field may involve:

- European and international military and security policy,
- development policies and alternative development models,
- the causes of displacement and migration, and
- European and international climate and energy policy.

The Project Manager's responsibilities include the following:

- Preparing, carrying out and evaluating events in terms of content and organisation, and managing financial aspects
- Writing reports, producing extensive documentation of events and writing PR materials and articles
- Working with institutions, NGOs and other partners
- Working with partners to produce studies on relevant political issues, including administrative tasks and detailed documentation
- Research activities, handling thematic and regional issues, producing studies and articles on specific regional topics
- General office tasks

What you offer:

- Relevant academic background
- Strong knowledge of the European Union, its institutions and current political debates, in particular with respect to left-wing politics
- Experience in project management and event organisation, particularly in collaboration with NGOs, parties, parliamentary groups, social movements and other political/civil society players
- Excellent spoken and written English and French, command of German is an advantage
- Excellent command of standard office software
- Identification with the values of the Rosa-Luxemburg-Stiftung
- Intercultural skills; good communication and organisational skills, ability to work in a team
- The ability to familiarise yourself rapidly with new facts
- Experience in international cooperation outside Europe is an advantage
- High levels of commitment and a desire to learn new things
- Enthusiasm for working with our partners, Members of Parliament and government offices around the globe and managing and assisting projects in and beyond Europe

What we offer:

- Varied work that allow you to learn something new every day and provides broad scope to be creative and develop your potential
- An opportunity to work in an international environment
- Competitive remuneration in line with local salary levels in Brussels

Interviews are expected to be conducted between 21 and 25 January 2019 in Brussels.

Please send your application in German or English by **15 January 2019** by e-mail to:

Rosa-Luxemburg-Stiftung
Brussels Office
Andreas Thomsen, Director
andreas.thomsen@rosalux.org

The Rosa-Luxemburg-Stiftung is an equal opportunities employer.

– Receipt of applications will not be acknowledged. –