

The European Federation of Building and Woodworkers (EFBWW) is recruiting a Policy Officer in the field of Occupational Safety and Health.

Occupational health and safety is a political priority for the EFBWW. This is very much linked to the sectors represented by the EFBWW, and the specific working conditions and hazards encountered in these sectors.

Building on the successful work already developed, the successful candidate shall coordinate and further develop the EFBWW activities in the field of occupational safety and health, following and influencing the EU legislative initiatives, and other developments in this area. He/she shall be involved in the sectoral social dialogue activities related to occupational safety and health, and shall establish links between occupational safety and health and other policy areas, especially in the context of the climate change and the “twin transition”.

He/she is also expected to contribute to the broader development of the EFBWW and to participate in the laying down of policy strategies at European level. The Policy Officer will work in a small team and is expected to take own initiatives within the framework of EFBWW policies.

Tasks

- Develop and maintain expert knowledge in the specific policy area(s) and closely monitor relevant developments
- Formulate EFBWW positions in concerned policy areas
- Develop and coordinate activities in the EFBWW Coordination group on Occupational Safety and Health
- Contribute and coordinate the sectoral social dialogue activities at EU level in the field of Occupational Safety and Health
- Promote and support health and safety activities in the European Works Councils within the scope of the EFBWW
- Provide input for EFBWW decision-making (e.g. reports, advisory notes, draft position papers, assessments and evaluations)
- Advocacy and lobbying activities towards policymakers on legislative matters, notably towards the European Commission, the European Parliament, the Council of the European Union and towards the EU agency for Safety and Health at work (OSHA)
- Represent EFBWW in relevant ETUC structures
- Consolidate and further develop networks in the European trade union movement, the civil society, the academic world, as well as with other experts (structures) in the field of occupational safety and health
- Draw up and coordinate EU project applications
- Take an active role in the further development of the EFBWW.

Skills

- Previous knowledge and experience in the field of occupational safety and health
- Possession of a certificate of Prevention Advisor, or willing to take the courses leading to become a Prevention Advisor
- Having expert analytical skills
- Being capable of presenting, in written and oral form, the key political, economic, social and legal dimensions of a topic
- Having good communication and networking skills; and being confident in taking the floor at public events
- Having an excellent knowledge of the operation of EU institutions and EU legislative processes
- Having excellent organisational and time-management skills, when working on several topics and/or projects simultaneously
- Excellent English, both spoken and written. Other languages are an advantage.
- Being able to take initiatives and work independently
- Being a team player

Job organisation and salary expectations

The Policy Officer will be based at the EFBWW office in Brussels, will work as part of the EFBWW team under direct supervision of the EFBWW General Secretary. He/she should be prepared to work outside of normal office hours if necessary and be ready to travel at short notice.

The gross monthly salary corresponds to the position of an EFBWW Policy Officer and will depend on qualifications and experiences of the respective candidate. It is considered as a competitive salary, which includes holiday benefits, 13th months' salary and other benefits laid down in the EFBWW Employment Regulations.

Application process

Please email your application in English to gdpr@efbww.eu including a CV and a letter of motivation. Please clearly mark: "Vacancy EFBWW Policy Officer" in the subject of your email.

Deadline for Application: 15 January 2025.

The interviews are foreseen to take place in February/March, at the EFBWW office at rue Royale 45/1, B-1000 Brussels. The EFBWW will cover travel costs to Brussels for selected candidates. The interview, as well as the written test, will be conducted in English.

The EFBWW is an equal opportunity employer

EFBWW applies an equal opportunity policy and accepts applications without prejudice to gender, race, sexual orientation, ethnic or social origin, religion, political party affiliation, membership of a national minority, disability or age.

Proposed starting date

As soon as possible, preferably at the latest on 1st May 2025.