

80 - 100% vacancy – Permanent contract

# Policy Officer

## 1 About EuroHealthNet

EuroHealthNet is the European Partnership for Health, Equity, and Wellbeing. It consists of over 80 bodies from European countries responsible for public health and health promotion in Europe. From our office in Brussels, we coordinate policy, advocacy, research, and capacity-building activities which help address health inequalities and positively affect the determinants of health.

There are currently 22 highly skilled colleagues in the office, plus rotating internships, all of whom contribute to an active, diverse, and dynamic work environment. You can read about our work at [www.eurohealthnet.eu](http://www.eurohealthnet.eu).



## 2 About the position

EuroHealthNet's activities take place across three complementary Platforms covering Policy, Practice, and Research. A core management and administration team unifies and builds connections between the Platforms. Within the core team, the communications team amplify the messages and expertise of the EuroHealthNet Partnership.

The successful candidate will be part of the Policy Platform, contributing to activities of policy analysis, advocacy, project development and implementation.

The Policy Officer will work under the supervision of the Policy Manager, in strong cooperation with other colleagues.

## 3 Responsibility

The successful candidate will:

- Work in the Policy Platform, undertaking policy analysis and advocacy across EuroHealthNet's activities.
- Regularly engage with external stakeholders, such as European Union institutions, civil society, other international and Brussels-based organisations, as well as internal stakeholders such as our members.
- Contribute to the preparation of thematic reports, policy briefings, policy papers, and develop policy recommendations.
- Contribute to communication, dissemination and awareness-raising activities, through social media, writing articles, and organising events, both in person and online.

## 4 Profile

You are an experienced professional, self-driven, curious, creative, problem-solving and results-oriented. You are flexible and able to work autonomously while maintaining a strong team-oriented attitude.

The skills and experience to do this job successfully include:

- 3 to 5 years of relevant work experience in policy at EU, national, and/or local level related to public health and health equity.
- A master's degree or equivalent, ideally in public health or otherwise in EU affairs, social sciences, or other environment, or health-related fields.
- Excellent knowledge and experience in the field of public health and health equity, including the ability to engage with policymakers.
- Good understanding of the EU policy development and institutional framework.
- Very good analytical skills, with experience in evidence-based policy and advocacy.
- Very good organisational and coordination skills.
- Excellent oral and written communication skills in English, including skills to write and speak to different audiences, from policymakers to researchers.
- Good diplomatic and interpersonal skills.
- Willing to travel in Europe when required
- You are qualified and eligible to work in Belgium.

## 5 Practicalities

This position is offered according to Belgian national legislation. It is an **offer for either an 80% or 100% (30.4 or 38 hours per week) permanent position.**

For this position, the annual gross salary (full-time) ranges between €37,500 and €42,500, depending on experience and qualifications, plus an end-of-year bonus. Extra benefits include hospital insurance, lunch vouchers, Eco-Cheques, a working-from-home allowance, an internet allowance, and – if eligible under Belgian law or regulation – reimbursement of (public) transport for employees' travel from their homes to the office and back.

All applicants must be qualified, eligible, and able to work in Belgium. Unfortunately, we are unable to provide financial assistance for relocation to Brussels or Belgium.

The post will involve a combination of in-office and remote work, as well as occasional travel within Europe. The successful candidate will be supplied with the necessary materials to work remotely, as required (e.g., laptop).

## 6 We value diversity and inclusivity

Diversity is a core value of EuroHealthNet. We are passionate about building and sustaining an inclusive and equitable working and learning environment. Every member on our team enriches our diversity by exposing us to new ways of understanding and engaging with the world, identifying challenges, and designing and delivering solutions. We offer a flexible working environment, in line with our gender, diversity, and inclusion strategy. Reasonable accommodations will be made for individuals who identify as living with a disability.

Specific measures are taken to eliminate (unconscious) bias and make the recruitment process more objective. These include anonymising applications during the initial selection, using a point-based system based on job criteria for rating applications and interviews, ensuring all applicants are asked the same interview questions, and offering an opportunity to receive personal feedback to all applicants.

Read our [Workplace Gender, Equality and Diversity Policy](#) for more information.

**This is an important post for us. Please do not hesitate to apply, even if you do not fulfil all selection criteria.**

# 7 Applications

Applicants should send an email to Chris Russ, Operations Assistant ([c.russ@eurohealthnet.eu](mailto:c.russ@eurohealthnet.eu)), with the following subject line: 'Policy Officer'.

Please include the following two files as attachments (do not include any other attachments):

1. Your **CV**, with its filename: LASTNAME\_FIRSTNAME\_CV|

(Please do not include personal details such as your picture, personal situation or birth date)

2. A **motivation letter**, 1-page maximum, with filename: LASTNAME\_FIRSTNAME\_ML

Please note that applications that do not follow the above instructions will be disregarded.

The closing date for applications is **Friday, 18 July 2025 (midnight CET)**.

Interviews (preferably in person, but online is possible) with short-listed candidates will be held at the end of July and in August. **We expect the successful candidate to start as soon as possible, ideally as of September 2025.**

Thank you for your interest in EuroHealthNet!