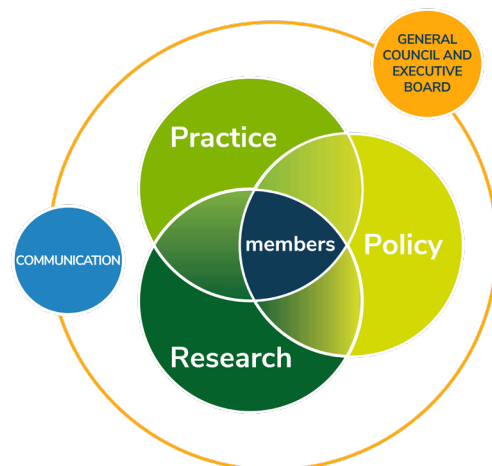


VACANCY COMMUNICATIONS ASSISTANT

Part-time (60%) fixed-term contract until 31 December 2026

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.



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, communications activities amplify the messages and expertise of the EuroHealthNet Partnership.

2 About the position

We are currently looking for a motivated Communications Assistant to join our dynamic Communications team in **Brussels**, Belgium.

EuroHealthNet's Communications team amplifies the messages and expertise of Partnership members by disseminating reliable, evidence-based, and timely information to public health and social equity actors, as well as policy and decision-makers. The team builds connections among public health professionals, resources, and initiatives to advance advocacy for a healthier and fairer Europe.

The Communications Assistant will be accountable to the Senior Communications Coordinator.

This is a junior position with a range of **hands-on communications tasks and many opportunities to learn and gain new skills**. The successful candidate will thrive in a fast-paced environment, working on a range of day-to-day practical tasks, including updating our websites using WordPress and creating mailings via MailChimp and CiviCRM. They will also occasionally support the drafting of content for social media and other promotional materials.

3 Tasks

The successful candidate will contribute to the following tasks:

- Help develop and send mailings through Mailchimp and CiviCRM. These include our internal Partnership newsletter, 'Network Intelligence', and our public newsletter, '[Health Highlights](#)', as well as [press releases and statements](#).
- Regularly maintain and update our websites, including adding publications, statements, and consultation responses. The specific websites are www.eurohealthnet.eu, www.eurohealthnet-magazine.eu, and www.health-inequalities.eu.
- In particular, the Communications Assistant will support the Communications Coordinator with the publication of EuroHealthNet's bi-annual magazine, [EuroHealthNet Magazine](#), by uploading articles and graphics on the magazine website.
- Support the in-house design, layout, and proofreading of publications, such as our [Policy Précis](#).
- Help with EuroHealthNet's social media channels (LinkedIn, Instagram, BlueSky).

4 Profile

Essential

- Above all, the successful candidate must have a strong interest in communications, a passion for public health, and a willingness to learn new skills.
- Due to the nature of this role, C2-level English proficiency and strong writing skills are required. Writing skills will be tested as part of the interview process.
- Excellent attention to detail.

Desirable

- A degree in, or currently working towards a master's in communications, marketing, or journalism, or relevant experience in communications gained through work, internship, academic studies, or volunteering.
- An understanding of topics such as public health, health equity, and EU policymaking.
- Technical experience
 - Maintaining WordPress websites.
 - Building and sending emails with Mailchimp and CiviCRM.
 - Strong editing and proofreading skills.

- Experience using design tools such as Canva, CapCut, and the Adobe Creative Cloud (particularly InDesign and Illustrator) is considered an asset.
- Working with Microsoft Office tools (Teams, Outlook, SharePoint).
- Any additional language
- Ability to deliver high-quality results in a timely fashion and manage multiple tasks simultaneously.

5 Practicalities

This position is offered in accordance with Belgian national legislation. It is an offer for 60% / 23 hours per week, with working days and hours to be agreed with the successful candidate. This is a fixed-term contract until 31 December 2026, with the possibility of extension depending on funding.

For this position, the monthly gross salary for a 60% contract ranges from €1,560 to €1,680, depending on experience and qualifications, and includes benefits such as meal vouchers, financial support for public transport to work, and hospital insurance.

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.

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 to rate applications and interviews, ensuring all applicants are asked the same interview questions, and offering all applicants the opportunity to receive personal feedback.

This is an important post for us. Please do not hesitate to apply, even if you do not fulfil all the selection criteria or have more experience than required.

7 Applications

Applications should be sent to vacancies@eurohealthnet.eu, with the following subject line: “Communications Assistant”.

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, gender, or date of birth.

2. A **motivation letter**, 1-page maximum, with filename: *LASTNAME_FIRSTNAME_ML*.

If you want to share any **writing samples**, please include them in your motivation letter.

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

The deadline for applications is 19 April 2026. We hope the successful candidate will start as soon as possible, ideally as of 4 May 2026.

Thank you for your interest in EuroHealthNet!



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