



Vacancy
IFOAM Organics Europe
Policy Assistant on Agriculture, Environment
and Food
May-June 2021



ORGANICS EUROPE

MAKING EUROPE MORE ORGANIC

**IFOAM Organics Europe, the European federation of organic food and farming, is recruiting a Policy Assistant on Agriculture, Environment and Food Policy.
Join us to transform the food system and to make Europe more organic!**

About IFOAM Organics Europe

IFOAM Organics Europe is the European umbrella organisation for organic food and farming. We represent organic in European policymaking and advocate for a transformation of food and farming. Our work is based on the principles of organic agriculture – health, ecology, fairness, and care. With more than 200 members in 34 European countries, our work spans the entire organic food chain.

The European institutions recognise IFOAM Organics Europe as the leading advocate for organic food and farming on EU policy. We are members of various Civil Dialogue Groups, multiple consortia working on EU-funded projects, and the founders and hosts of the TP Organics research platform.

IFOAM Organics Europe's is an AISBL/vzw. Its legal name is IFOAM EU Group - International Federation of Organic Agriculture Movements.

Vacancy

Job title: Policy Assistant

Job purpose: To coordinate efficiently and professionally the policy activities of the IFOAM Organics Europe in the agriculture, environmental and food policy fields, with a focus on the Farm to Fork Strategy, sustainable public procurement, sustainable food systems, sustainability labelling, product environmental footprint, organic textile, and other topics designated by the Policy Manager, in collaboration with the policy unit team.

Responsibilities

Advocate for developments within food, agricultural and environmental legislation (40%)

- Research, identify and analyse relevant legislative developments in the agriculture, food, and environmental policy fields, with a focus on the implementation of the Farm to Fork strategy, in particular sustainable public procurement.
- Draft IFOAM Organics Europe position papers and advocacy material, as well as press releases and articles for both external and internal communication.
- Analyse feedback from IFOAM Organics Europe members and integrate results of internal consultations into positions.
- Effectively communicate policy activities and political developments to IFOAM Organics Europe internal structures and members.
- Liaise with researchers to develop studies to support the advocacy work.

Network with policy makers, external partners and IFOAM Organics Europe members (25%)

- Liaise with IFOAM Organics Europe members through relevant IFOAM Organics Europe internal structures such as Expert groups and Task Forces.

- Network with partner organisations and other NGOs within the relevant policy fields
- Organise, prepare for, attend, minute, and follow up meetings/phone conferences as requested.
- Organise conferences and external policy-related events.

Protecting the credibility of “organic label” in the textile sector (30%)

- Develop an advocacy strategy plan arising from IFOAM Organics Europe position paper [“Organic Textile – protecting the credibility of the organic label – December 2017”](#).
- Develop a stakeholder map of all EU and other potentially supportive bodies including identifying the respective individuals that might be interested by the advocacy activities.
- Implement the advocacy strategy which include working on the EU strategy for sustainable textile.

Contribute to the coordination and implementation of IFOAM Organic Europe projects (5%)

- Supervise implementation, reporting and monitoring of relevant projects when they are related to policy aspects, as required by the Policy Manager.
- Liaise with relevant project partners.
- Organise meetings and workshops and produce minutes and reports with the projects results when needed.

Requirements

Essential

- Bachelor or higher education in a relevant degree, e.g., food policy, agriculture, political sciences, international relations.
- Knowledge of EU agricultural, food and environmental policies.
- At least 1 year of experience in a similar position.
- Familiar with the principles and values underpinning organic agriculture.
- Good communication skills in English including verbal, written and presentation skills.
- Experience in a variety of IT applications including Word, Excel, PowerPoint.

Optional

- Knowledge of other European languages.
- Knowledge about/Working experience in Non-Governmental-Organisations
- Interest in the topic of fair and sustainable supply chains, (organic) textiles, and sustainable public procurement.

Skills

- Able to work independently and as part of a team.
- Structured thinking and excellent writing skills; able to write well and to translate complex issues into simple language that non-experts can understand.
- Able to prioritise.
- High attention to details & well organized.
- Understanding of and empathy with the aims and objectives of IFOAM Organics Europe.

- Ability to work in a truly intercultural environment.
- Curious & creative.
- Flexible, able to adapt to new situations.
- Good sense of humour.

Our offer

- Full time position (38 hours per week).
- Determined contract (until May 2022 months with possibility of extension).
- Attractive salary package including meal vouchers, health insurance, 100% reimbursement of costs of public transport from home to office, eco vouchers, extra-legal holidays, homeworking allowance.
- Working in an international context with motivated and dedicated staff.
- Contribute to making Europe more organic.
- Flexibility in homeworking.
- Only EU citizens or with a valid Belgian working permit.
- IFOAM OE is based in Brussels but we accept remote work out of Belgium under certain conditions to be negotiate during the recruitment process.
- Gross yearly salary between 21,000€ and 28,000€ (including holidays payment) depending on qualifications and experience.
- Starting date: as soon as possible.

Application procedure

Please [complete the application form online](#) by 24 May 2021. Only complete applications using the form will be considered.

We will be having interviews between 1 and 4 June 2021. Thank you in advance for blocking these dates in your agenda.

Contact employment@organicseurope.bio for any questions.

Inclusive Policy

IFOAM Organics Europe actively manages diversity by guaranteeing equal opportunities, treatment, and access to selection for all its candidates. We ensure an objective selection procedure in which only your skills are measured using neutral tools and tests. Your skin colour, gender, age, or disability, play no role in the evaluation of your skills.