

etui. The European Trade Union Institute is seeking to recruit a full-time:

Education Officer for European Works Councils training activities

Do you want to help spread the message about the need to improve the working lives of Europeans in a fast-changing world? Are you skilled in active learning methodologies, training design process and pedagogical methods? Are you comfortable dealing with trade unions? Are you driven by a multicultural environment? Do you like to work in various venues across Europe? Your area of interest is European Works Councils?

The ETUI is a leading applied research and training institute for the European labour movement. We use our expertise in research, training and workplace health and safety to advance workers' interests and to support, reinforce and stimulate the European trade union action and identity.

We are looking for a full-time Education Officer to:

- develop the ETUI's potential, advise on, and contribute to running EWC and SE-works councils training, particularly multinational company-specific training*
- design, organise and develop training activities in the field of European Work Councils in partnership with national Trade Union Confederations, European Trade Union Federations and multinational companies,*
- deliver, implement and contribute to the ETUI Education strategy and programme.*

In a nutshell, your responsibilities are to coordinate the practical organisation of training activities, and prepare training offers (commercial offers) and packages for the delivery of tailor-made EWC training for multinational companies. You assess the market of EWC training and find new potential of development for ETUI. You also help to develop training materials, and design and deliver training activities.

Skills required :

- Ability to work in a multicultural environment and solve problems, deal with different positions on sensitive topics
- Capacity to manage priorities and meet deadlines
- Capacity to work autonomously, within the budgetary constraints
- Capacity to communicate and work with a team-based approach
- Ability to engage in a commercial relationship with multinational companies

Knowledge and Experience:

- University Level of Master or equivalent by experience
 - Fluency in English, strong working knowledge of French and at least a basic knowledge of German
 - Practical experience in trade union education and/or adult education would be an asset
 - Knowledge of the trade union environment
 - Knowledge of European Work Councils and SE legislation and practice
 - Working knowledge of common and specific IT-related office tools
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The appointment will initially be a full-time position for a 3-year period with the possibility of extension.

The position will be located in Brussels (Belgium). However, the officer will, for some activities, be required to travel to various other European countries.

The ETUI offers a challenging and dynamic multicultural working environment. For further information visit: <http://www.etui.org>. ETUI is committed to achieve and sustain gender parity among its staff members.

ETUI proposes a competitive salary package. Only short-listed candidates can request the salary grid, this position is ranked grade A. Furthermore, ETUI is committed to achieving workforce diversity in terms of gender, nationality and culture, and applies a policy of equal opportunities. Applications are accepted without distinction on any grounds of age, birth, disability, ethnic or social origin, genetic features, membership of a national minority, political (or any other) opinion, property, religion, gender or sexual orientation. All applications will be treated with the strictest confidence.

*Applications and supporting documents (CV, cover letter, etc.) should be sent **before 31 May 2023** to: Vera dos Santos Costa, ETUI Education Director E-mail: ndevids@etui.org*

*Short-listed candidates will be invited to a **written test and an interview in Brussels***.*

**date to be confirmed by e-mail to the selected candidates*

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