

A.SPIRE

Post date:

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A.SPIRE is recruiting a Communications and Membership Assistant to start immediately in our Brussels offices.

The successful applicant will be in charge of creating and publishing content for the A.SPIRE website, publishing newsletters and other publications as well as the overall membership administration of the association.

The successful candidate is expected to have a high level of autonomy at work, taking full responsibility for his/her tasks while having a great teamwork spirit.

Applicants should have a degree in communications, public relations, business administration or related studies and 3 years experience in a similar position.

To apply: Please send your CV and motivation letter to Ms Àngels Orduña Cao, A.SPIRE's Executive Director, at aor@aspire2050.eu with

“Communications and Membership Assistant” in the subject line **by Wednesday, 27 April**.

NB/ Only applications sent by email and including a two page CV and motivation letter will be accepted.

More details of the position including a full job description can be found on the Euractiv website:
<http://jobs.euractiv.com/node/232034>
