

European Youth Forum – Policy Officer



Who we are

The European Youth Forum is the voice of young people in Europe. We stand up for young people's rights and strive for societies where young people are empowered and encouraged to reach their full potential as global citizens.

We are currently recruiting a **Policy Officer** based in **Brussels** to join our **Policy and Advocacy Department**. The successful candidate will report to the **Policy and Advocacy Manager on Youth Organisations Ecosystem** and will play a key role in advancing the European Youth Forum's work on **civic space**, the **recognition of youth organisations**, and advocacy towards the **Council of Europe**.

This is an exciting opportunity for someone who wants to combine **policy, advocacy, research, stakeholder engagement, and coordination** in a role that contributes directly to stronger youth rights, democratic participation, and enabling environments for youth organisations across Europe.

As the priorities and working areas of the European Youth Forum are defined by its Member Organisations and Board, the exact scope of the role may evolve over time.

What you'll do

In this role, you will be the **main point of contact** to the **Council of Europe's Youth Department**, and **in-house expert** on **civic space** and the **recognition of youth organisations** within the European Youth Forum. You will help shape our advocacy, build strong partnerships, and make sure that young people's rights and participation remain high on the political agenda.

Stakeholder coordination, advocacy and partnership building

- You will coordinate the European Youth Forum's work with and advocacy towards the **Youth Department of the Council of Europe**, including following the work of the **Joint Council on Youth**.
- You will support the work of the **Advisory Council on Youth**, including collaboration on policy processes and working groups, preparation of joint meetings, and support to the European Youth Forum's election of Advisory Council members. This also includes related project management tasks.
- You will also coordinate and strengthen our engagement with relevant **EU institutional stakeholders**, notably the **EU Fundamental Rights Agency**, as well as civil society partners such as **Civil Society Europe**.
- The role also involves representing the European Youth Forum externally in meetings with institutional stakeholders, consultation groups, conferences, and other relevant spaces.
- You will work closely with our **Member Organisations**, particularly around opportunities to engage with the Council of Europe and around monitoring developments related to **civic space** across Europe.
- Supporting and contributing to the work of the European Youth Forum on regional cooperation in Europe.

Policy and research

- You will identify, plan and implement advocacy opportunities on **youth policy and democracy** at Council of Europe level, including by supporting campaigns led by the Council of Europe Youth Department and other initiatives promoting young people's rights.

- You will also identify, plan and implement advocacy opportunities related to **civic space** at both **Council of Europe and EU level**.
- A key part of the role is producing high-quality, evidence-based outputs. You will draft and develop research reports, briefings, position papers, speeches, and other advocacy materials related to civic space, democracy, and the recognition of youth organisations, and ensure these inform relevant consultations, policy processes, and events.
- You will also support colleagues across the team in the European Youth Forum's broader advocacy work on **resilient democracy** and **strong youth organisations**, as needed.

Coordination and resource management

- You will contribute to the development of the European Youth Forum's **Annual Plan** and help ensure that the objectives linked to your portfolio are delivered on time and with impact.

Why this role matters

This role sits at the heart of the European Youth Forum's efforts to protect and expand the space for young people to participate, organise, and influence decision-making. It is an opportunity to help shape advocacy at European level, work with inspiring partners and institutions, and contribute directly to stronger youth rights, democracy, and civic space across Europe.

What we're looking for

Experience and knowledge

We are looking for someone who brings:

- At least **two years of relevant professional experience** in **Council of Europe, EU and/or international affairs**, the **youth sector**, or the **civil society sector**
- Strong knowledge of **Council of Europe institutions and policy-making processes**; experience working with **EU, European, or national institutions** is a strong asset
- Familiarity with the **Council of Europe co-management system**, which would be a clear advantage
- Strong knowledge of **civic space** and the state of **civic freedoms in Europe**, and how as they relate to **young people**
- A **higher education degree** in **social sciences, humanities, law, political science, international or EU affairs**, or another relevant field
- Proven experience in **influencing policy processes** and producing **advocacy materials**
- Strong **written and spoken English**
- Willingness to **travel occasionally**, and to work **occasionally during evenings and weekends** when required
- Experience in coordinating **networks, coalitions, members, or partners**, which would be an asset
- Previous or current **volunteering or other engagement in youth organisations**, which is considered a strong asset

Competencies

We are looking for a colleague who is:

- A **quick learner** and **self-starter**, with the ability to grasp new concepts quickly and adapt to new processes
- Able to **think strategically** and set meaningful objectives, especially in contexts involving multiple stakeholders with different interests and needs
- Comfortable working **independently** while also contributing effectively within a **small team**

- Well organised, with strong **time management skills** and the ability to **balance several processes at once**
- An **effective communicator**
- A strong **analytical thinker** with **excellent writing skills**
- Able to work well under pressure and **meet tight deadlines**
- Comfortable with digital tools, with good working knowledge of **word processing, email, and online applications**

What we offer

We offer a **full-time fixed-term contract of one year (35 hours per week)**, with the **possibility of extension**. The preferred starting date is **as soon as possible, ideally at the beginning of September**.

The **gross monthly salary**, in line with the **Collective Bargaining Agreement currently applied at the European Youth Forum**, is **€2,865**.

In addition, the position includes the following benefits:

- A **relocation package** (subject to budget availability)
- **DKV Hospitalisation and A-Z insurances**
- **Eco-cheques** (on a pro-rata basis)
- **5 extra-legal holiday days** (on a pro-rata basis)
- A **STIB annual subscription**

Please note that this role requires a degree of flexibility. The successful candidate should be willing to **travel** and to work **flexible hours**, including occasional **evenings and weekends** when necessary. Overtime can be recuperated through **time off in lieu**, and evening and weekend overtime is also compensated.

Selection process

To apply for this vacancy, please click on **“Apply now”** and complete the application form by:

- filling in your personal details
- uploading your **CV** and **cover letter**
- answering the questions included in the application form

The **deadline to apply** is **3 August 2026 at 10:00 CET**.

Please note that applicants must already be authorised to work in Belgium. We are unable to sponsor a work visa or work permit for this position.

Interviews are expected to take place on **11–13 August 2026**. Candidates who are invited to the interview stage will also be asked to complete a task. More information about this will be shared with shortlisted applicants during the process.

The successful candidate will be expected to start **as soon as possible**.

<https://www.youthforum.org/>