



**ENAR is recruiting a Network Communications Associate**  
***Deadline for applications: 9 October 2022 (midnight Central European Time)***

The European Network Against Racism (ENAR aisbl) is the only pan-European anti-racism network that combines advocacy for racial equality and facilitating cooperation among civil society anti-racism actors in Europe. Our mission is to achieve full equality, solidarity and well-being for all in Europe. We want to allow all members of society, whatever their skin colour, ethnicity, sex, gender, religion, disability, age or sexual orientation, to participate and be included in society. We specifically work to combat racism and discrimination based on colour, ethnicity, national origin, nationality, religion, culture, language or legal status. We envision a vibrant and inclusive society and economy that embrace equality and diversity and the benefits of a racism-free Europe. Our staff is based in our Secretariat in Brussels and our member organisations are based all over Europe.

To support our work to achieve positive systemic change to build an inclusive Europe, we are looking to recruit a passionate and talented communicator to support our communications efforts on behalf of our members. This post offers a unique opportunity to grow and support two essential services of a pan-European network tasked with advocating against and combatting racism.

Job Title	Network Communications Associate
Base Salary	€ 2200 gross employee per month
Reports to	Communication and Press Coordinator
Experience	Starter
Working hours	Full time 38 hours/week
Contract	1 year with possibility of renewal following evaluation
Where based	Brussels
Start	November 2022

**Be our Communications hero sidekick**

**ENAR** seeks to recruit a Network Communications Associate responsible for supporting the execution of the communications portfolio and related programmes. You will be working in a small hands-on communications team to be at the forefront of Europe's voice of anti-racism. If you're looking for an opportunity to take your career growth into hyper speed, ENAR will be your perform home.

You will support the communications efforts as part of our overall digital communications strategy for ENAR, with a particular focus on communications that expands our reach and impact on social media. Additionally, you will help the Comms team to demonstrate the vibrancy of the Anti-Racism movement and ENAR community, increasing engagement towards and within the community.

You will report to the Communications and Press Coordinator, who will determine your priorities and tasks, in addition to working closely with the Network Development Officer in strengthening, developing, and evolving the communications efforts “for the community and by the community” with a view of demonstrating the value of the network, ENAR’s role as its community leader, and driving up engagement with ENAR and grassroots campaigns and initiatives.

#### **Be a driving force of our Communications service**

- Support the Communications and Press Coordinator to strengthen the network’s position and ENAR’s position as well as its voice on social media.
- Contribute to and ensures effective deployment of the social media marketing strategy
- In collaboration with the line manager monitor , produce regular reports on the performance of marketing and communications efforts with a focus on website, social media, and Meltwater,
- Coordinate and execute projects of Communications team:
  - Support the creation of content messaging in support of projects defined by the line Manager
  - Where required, support the creation of content collaterals for these projects

#### **Help champion our community and empower them**

- In collaboration with the Network Development Officer, produce and dispatch content on the calendar defined by the Network Development Officer in consultation with the line Manager and Director, Policy, Advocacy and Network
- Create content messaging in support of network development services
- In collaboration with project owners, support the development, implement and conduct performance measurements of communication activities and campaigns in support of community engagement, retention and reach expansion
- Collaborate with your line manager and the Director Policy, Advocacy and Network to support the organisational communications strategy and agenda.

#### **Support our Network Development Officer in network communications efforts**

- In collaboration with the Network Development Officer, support the execution of activities that:
  - Strengthen community engagement in support of retention

#### **Be the magical curator of all our digital touchpoints**

- Works with the line Manager and other officers as part of a content working group to:
  - Curate content published on all public and internal-facing digital touchpoints of ENAR
  - Produce content for social media outlets likely to achieve a high engagement
  - Execute to agreed scheduling a programme of internally-facing email communications

#### **What we’d like you to bring to the role:**

As envisaged, we think the ideal candidate will have some or all the following characteristic

- Academic-level or equivalent experience in marketing and communications
- Eager to learn
- A team player who is positive, hands on and able to get the best out of a team
- Drive and resilience to deliver excellence amidst tight timelines and changing circumstances
- Articulate written, visual, and verbal communicator, excellent copy accuracy and proofreading skills; fluency in English is essential, extra EU language(s) a plus
- Prior experience in a marketing and communications team desirable
- A desire to learn about anti-racism, prior or lived experience in anti-racism a plus
- Experience using different social media platforms to create engaging content
- Formal or self-taught skills creating visual content a plus (Canva and/or Photoshop)
- Formal or self-taught skills producing newsletters (Mailchimp or other)

- Executing effective communications/marketing campaigns

***ENAR aisbl strives for a diverse staff and ensures that opportunities offered are accessible to all regardless of gender, age, race or ethnicity, religion or belief, disability, sexual orientation and gender identity. ENAR encourages members of groups which are affected by racism and related discrimination to apply for this post.***

## Application requirements

A complete application contains:

1. An [application form part 1 and part 2](#)

Please note that the home page (part 1) of this application form is not shared with the selection committee until the interview. Please make sure that your application (part 2) is **anonymous**. Do not put your name on this form.

2. The [equal opportunities form](#). Although we would welcome receipt of this form, it is not mandatory. Please do not put your name on this form.

CVs or European application forms **won't be accepted**. **You are required to use the ENAR application forms**. See **[www.enar-eu.org](http://www.enar-eu.org)**. All information given in the application, including the Equal Opportunities monitoring form, will be treated in a confidential manner.

All applications should be submitted via e-mail to [JobApplication@enar-eu.org](mailto:JobApplication@enar-eu.org) by **9 October 2022 (at midnight Central European Time)**. **Candidates should ideally be available for interviews conducted on 25 or 27 October 2022**. Please put 'Network Communications Assistant + your full name' in the subject line of the email message. The recruitment process will include an interview and a written test. The selected candidate should preferably start in 2022.

*Last update: 16/09/2022*

*This is a description of the job, as constituted at the date shown. ENAR periodically reviews job descriptions, updates them and ensures that they relate to the job performed, or incorporate any proposed changes.*

