



The EPMF is the European Precious Metals Federation, a Brussels-based association representing the European precious metals industry. The EPMF was established in June 2006, in order to set a reinforced working structure to increase the commitment, efficiency, credibility and legitimacy of the European precious metals industry in all its advocacy, scientific and regulatory activities at European level ([www.epmf.be](http://www.epmf.be)).

In order to support the regulatory and advocacy activities of the federation, the EPMF seeks to recruit a:

### **Policy Officer**

Responsible for providing regulatory and advocacy support to the EPMF.

The Policy Officer reports to the Secretary-General. He/she serves the interests of the association and all its projects.

#### **Main responsibilities:**

- Internal information and support
  - Monitor regulatory developments (mainly in the EU) which could impact the Precious Metals industry and coordinate the update of the EPMF Risk Register.
  - Manage EPMF advocacy and communication strategy (messaging, events organisation, social media, etc.).
  - Follow-up on regulatory developments, interact with other non-ferrous metals associations (mainly via Eurometaux platforms), coordinate regular feedback and updates to EPMF membership.
- External networking and support
  - Prepare and advocate the EPMF position on legislations identified as a high priority.
  - Develop EPMF active advocacy network at EU level.
  - Participate and represent EPMF in regulatory fora (e.g.: OECD, European Commission, European Parliament, Member States, Eurometaux, Metals National Federation...).

#### **Required profile, competences and skills:**

- University degree in relevant area (e.g.: law, political science, history, economics, sociology etc.)
- 3 to 5 years of experience in Public Affairs/Policy, ideally related to non-ferrous metals industry.
- Excellent understanding and command of the EU Institutions and their decision making process
- Good knowledge European legislation - knowledge of EU policy on sustainability and responsible sourcing is an asset.
- Strong communication skills, including networking in political circles and interpersonal relationships across cultures.
- Team player
- Proven project management skills, ability to work proactively and autonomously.
- Fluent in written & spoken English; knowledge of French, German and/or another EU language is an asset
- Social Media experience (twitter, linkedin) is nice to have.



**Terms and conditions, salary and other benefits:**

- Full-time and permanent contract
- Position based in Brussels, although occasional travelling within the EU may be required
- Working in a professional, international and intercultural environment
- Up to standards salary with extra benefits (including amongst others pension, life and hospitalisation insurances, bike lease, meal vouchers)

EPMF doesn't provide any relocation package.

**Please send your application and CV by 15 July 2019  
to the attention of Ms France Capon, Secretary-General, EPMF  
by e-mail: [info@epmf.be](mailto:info@epmf.be)**