



Una Europa Policy Officer

Recruitment

Are you passionate about European higher education and R&I policy and looking for a new challenge? We are currently seeking to recruit a Policy Officer to take a leading role in positioning Una Europa as a prominent voice and influence across the European Higher Education Area (EHEA) and European Research Area (ERA). The successful candidate will work from the Una Europa vzw office in the centre of Brussels, which supports the collaboration of Una Europa's 11 partner universities at all levels. The position will suit professionals who thrive in a fast-paced, multi-faceted international environment.

Responsibilities

- Contribute to further strengthening Una Europa's positioning with EU and international policymakers to ensure high-level visibility of the alliance
- Provide broad external policy expertise to Una Europa leadership and senior colleagues across the 11 Una Europa partner universities
- Build strong working relationships with policy experts and strategic advisors across the partner universities
- Take a proactive role in identifying and shaping relevant European higher education and R&I policies, in line with strategic alliance priorities
- Engage in relevant events, conferences and other external engagements with European higher education and R&I stakeholders, building and maintaining a strong professional network in Brussels
- Support the coordination of strategic alliance groups, ensuring alignment of EU policies and alliance strategy, including supporting the Una Europa Teaching & Learning Strategy Group (comprised of Vice Rectors Education) and Una Europa Research Strategy Group (comprised of Vice Rectors Research)
- Strengthen collaboration with other European Universities alliances, including via engagement in the [FOREU4ALL Community of Practice](#), and with key sector organisations, such as LERU, The Guild, the Coimbra Group and EUA
- Contribute to the development and implementation of externally funded projects of strategic impact to reflect policy positions of the alliance, ensuring coordination and synergies across projects
- Undertake specific tasks on behalf of the Una Europa central office, as required.

Profile and competences

- Ideally 3–5 years of experience in a similar role related to European higher education and research and innovation policy, or equivalent expertise gained through other professional pathways

- A strong professional network of European policymakers and stakeholders in the field of higher education and R&I, and/or the ability to develop relevant professional networks quickly
- A thorough understanding of EU policymaking and decision-making processes
- Good knowledge of European funding programmes for higher education and R&I
- Minimum requirement: Master's degree
- Excellent verbal and written language proficiency in English; other Una Europa languages an advantage
- Strong interpersonal and intercultural skills
- Ability to work independently and show initiative, in alignment with team activities
- Proactive and collaborative spirit
- Prior experience within the European Universities space is considered an asset.
- Understanding of national policymaking and funding programmes is considered an advantage.

What we offer

- Full-time contract of unlimited duration under Belgian law and attractive salary package in line with experience and skills. Openness to discussing flexible working arrangements.
- Additional benefits, including extralegal holidays, meal vouchers, group insurance and hospitalisation insurance policies.
- Collaborative work environment within an international team based at an office in the centre of Brussels, easily reachable by public transport. Remote working arrangements possible.
- Opportunity for occasional travel within Europe (approximately 3–4 times per year).
- Access to professional development and training opportunities.
- Opportunity to contribute to shaping the future of European higher education in a leading university alliance.

Una Europa is committed to fostering an inclusive and diverse environment where everyone feels valued and respected. We welcome applications from individuals with diverse abilities, of any gender, linguistic and cultural background, or minority group. We encourage applications from candidates who meet most, but not necessarily all, of the listed requirements.

How to apply

Candidates who wish to apply for the position should submit the following information:

- Application letter, explaining your strengths as a candidate and why you are interested in the position (maximum 2 pages)
- A current CV detailing relevant experience (maximum 2 pages)

Please submit your application via email with the subject line 'Una Europa Policy Officer' to jobs@una-europa.eu.

Application deadline: 8 June

Tentative interview dates: 1st round interviews foreseen to take place virtually w/c 22 June.

2nd round interviews foreseen to take place w/c 29 June.

Interviews will take place online via Microsoft Teams.

About Una Europa

Eleven leading European research universities have come together to create a unique alliance – Una Europa. The Una Europa partners are Freie Universität Berlin, Alma Mater Studiorum Università di Bologna, University College Dublin / An Coláiste Ollscoile Baile Átha Cliath, University of Edinburgh, University of Helsinki / Helsingfors universitet, Uniwersytet Jagielloński w Krakowie, Universiteit Leiden, KU Leuven, Universidad Complutense de Madrid, Université Paris 1 Panthéon-Sorbonne, and Universität Zürich. Una Europa aims to draw on our collective strengths to create a truly European inter-university environment: a University of the Future.

Una Europa has been formally established as a non-profit association under Belgian law (asbl/vzw) to ensure the sustainability of the alliance. Our central office is based in Brussels. The objectives of the association are inter alia to promote cooperation between the university partners, to create a culture of excellence in education and research, and to contribute to the development of the European Education Area and the European Research Area.

In June 2019, Una Europa was selected by the European Commission to be among the first 'European Universities' pilots. The pilot was extended in July 2022 through the Una.Futura project, which is supported by the European Commission through the Erasmus+ Programme's European Universities initiative. Serving a community of more than 500,000 students, the alliance co-develops pilots and innovative formats for interdisciplinary, transnational and inclusive education, aimed at supporting future European citizens. We are co-designing challenge-based curricula, problem-oriented and interactive modules, thereby highlighting the inherent link between education, research, and innovation.