

VACANCY

Media Relations and Press Officer

Location: Remote (Brussels-based preferred)

Type: Volunteer position, 3 hours per week

Start date: As soon as possible

Reporting to: Comms Co-Leads and 1 Board member

About Eduxo.eu

Eduxo.eu is a Belgian non-profit organisation working to advance **democracy, gender equality, and youth participation** across Europe. Through advocacy, education, and community-building, we empower citizens to shape more inclusive and representative societies.

Role Overview

We are looking for a Media Relations & Press Officer to strengthen Eduxo's external visibility and positioning. This role is key to building and maintaining relationships with media outlets, ensuring that our work reaches broader audiences and contributes to public debate at European level.

You will work closely with the Communications team and the Board, helping shape narratives, secure media coverage, and position Eduxo as a recognised voice on democracy and equality.

Key Responsibilities

- Develop and implement a media outreach strategy
- Build and maintain relationships with journalists and media outlets
- Draft and distribute press releases, media advisories, and statements
- Identify media opportunities linked to Eduxo's activities and campaigns
- Support media coverage for events, reports, and initiatives
- Prepare talking points and briefing materials for spokespersons
- Monitor media coverage and compile press reviews
- Coordinate interview requests and media appearances

Profile we're looking for

- Experience in media relations, journalism, communications, or PR
- Strong writing and editing skills (English required; other European languages are a plus)
- Good understanding of the European media landscape
- Ability to translate complex topics into clear, compelling narratives
- Proactive and well-organised, with strong interpersonal skills
- Interest in democracy, equality, and youth empowerment
- Previous experience in NGOs, advocacy, or policy-related environments is a plus

What you'll gain

- Direct exposure to EU-level media and policy discussions
- Direct impact on a growing European organisation
- A strong portfolio of press and media work
- A volunteering / pro-bono international contract
- Fully remote collaboration, with in-person opportunities in Brussels
- Possibility to receive the EDUXO Badge as an Interest Group Representative to EU institutions
- Flexible time and autonomy
- Free Career Desk support with an HR expert
- Free psychological support
- Access to international high-level and networking events
- Monthly internal trainings and opportunities
- A supportive, feminist, inclusive community
- Insurance coverage during in-person volunteering activities
- As a member, you can apply for governance roles and actively participate in decision-making processes

How to Apply

Send your CV and (if available) a portfolio or examples of previous work to Jasmine D'Ambrosio (Talent Acquisition Specialist) at talent@eduxo.eu

Subject line: **Media Relations and Press Officer – [Your Name]**

Application Process

There is **no fixed deadline** for this position. Applications are reviewed on a **rolling basis**, and the vacancy will remain open until the position is filled. Early applications are encouraged. The process includes 1 interview of 30-45 minutes.

At Eduxo, we are committed to diversity and inclusion. We strongly encourage applications from individuals of all backgrounds.

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