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ASSOCIATION  
OF CITIES  
AND REGIONS  
FOR SUSTAINABLE  
RESOURCE  
MANAGEMENT

**The Association of Cities and Regions for sustainable Resource management (ACR+) is looking for a new colleague. Come and join us!**

## Senior Communications Manager & Coordinator

The Association of Cities and Regions for sustainable Resource management (ACR+) is an international network of nearly 100 members active across Europe and the Mediterranean region. Its aim is to promote a sustainable management of material resources and to accelerate the transition towards a circular economy by providing its members instruments and knowledge on the latest cutting-edge practices that public entities and their connected organisations can set in practice in their territories. ACR+ membership mainly consists of local and regional public authorities as well as national networks of local authorities representing municipalities around Europe (EU-27+ candidate countries) and neighbourhood policy countries.

ACR+ endeavours to:

- Bring its expertise to local and regional authorities in [5 Thematic areas](#): Built Environment, Sustainable Food Systems, Circular Lifestyles, Policy and Governance, Waste and Material Flows
- Develop the expertise of public authorities and encourage sustainable programming in the management of different waste streams and of material resource
- Anticipate new developments and future challenges faced by local and regional authorities around material resource management
- Promote the creation of multi-stakeholders' partnerships
- Encourage harmonisation of concepts, definitions and standards of waste, products and resources

For more information about ACR+: [www.acrplus.org](http://www.acrplus.org)

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## Are you motivated to play an active part in promoting sustainable resource management? ACR+ is looking for a Senior Communications Manager

The successful candidate will be part of the dynamic, international and professional team of the ACR+ Secretariat based in Brussels and will directly report to ACR+ Secretary General. Given the growing work of ACR+ in its 5 thematic areas of competence, and accounting for the fast-evolving European landscape on environmental management, the successful candidate is called to design and lead the definition of a revised communication strategy for the organisation, providing a solid communication framework supporting and valuing the work of the technical team of ACR+ in their core areas.

## Candidate profile

This senior position requires a leadership role to define and coordinate the internal and external daily communication activities of the association as well as a clear vision on how to effectively promote participation and engagement of members and external audience to projects 'activities, events and initiatives.

### Key Tasks and Responsibilities:

- Conceptualise, propose and realise a practical roadmap for a consistent, dynamic and harmonious communication strategy of the organisation, covering internal and external communication aspects.
- Revise existing internal and external information flow procedures and advance propositions for improvement or refinement of the practices.
- Lead a team of 3 communication professionals towards a well-coordinated communication task force that can respond to the needs of the Project Managers as well as to the strategic needs of the Association and its members.
- Coordinate the communication strategy of ACR+ around the analysis of relevant EU policies discussed by the European Commission and the European institutions.
- Closely collaborate with ACR+ Project Managers to propose and implement dissemination activities to promote the projects' outputs to the relevant target audiences.

### Additional tasks include:

- Contribute to the development of the Association in terms of membership and orientations
- Promote ACR+ role as a valuable partner in external meetings and events

## Candidate's profile requirements

- **Education and experience:**
  - Master level university degree in Communication Science and Marketing, or master's degree with equivalent work experience in the Communications field.
  - Minimum 7 years of proven successful professional experience in the communication field, including at least 2 years of experience coordinating a team as a Communications Manager.
  - Knowledge and interest in environmental and sustainability topics, circular economy and experience in a multi-stakeholder's approach
  - Experience of communication tasks related to EU funded projects
  - Excellent knowledge of Canva, Adobe Creative Cloud, Mailchimp, MIRO Board, social media (LinkedIn, Twitter), graphic design tools
- **Languages:**
  - Perfectly fluent in English (native speaker or equivalent)
  - Knowledge of any additional EU language is an asset
- **Other skills:**

- Excellent written and oral communication skills (English)
- High interest and affinity with ACR+ thematic areas of work and activities
- Proven experience in leadership and dedication to high-quality work
- Strong organisational skills, detail-oriented, pro-active attitude, autonomous and reliable
- Good team spirit attitude and ability to work in a team as well as autonomously

## Terms and Conditions

- **Place of work:** ACR+ Brussels secretariat, Brussels, Belgium. Short trips abroad may be required as part of EU funded projects.
- **Expected starting date:** ASAP, ideally by Oct/Nov. 2024.
- **Full time position (38 hours/week) under permanent contract.**
- **A monthly pre-tax salary** starting between 4000-4500€ depending on level of experience.
- **Additional benefits:**
  - Meal vouchers and eco-vouchers.
  - Hospitalisation insurance.
  - Reimbursement for public transport subscription or cycling scheme for home-office routes.
- **Holidays:**
  - Annual legal holidays.
  - 6 extra-legal holidays.
  - Office closed between 25 December and 2 January included.
- **Flexible working:** 2 homeworking days per week and 6 remote working weeks per year (following internal rules).
- **Dynamic, international and motivated team at the service of ACR+ members for a more sustainable resource management at local and regional European level!**

## Application

A selection procedure including a screening of CVs, interviews and tests and a final evaluation by ACR+ Secretary General will be organised for the shortlisted candidates only.

The selection procedure includes a screening of CVs, interviews and tests. Please send your job application by e-mail to Ms. Marie Cardon ([mca@acrplus.org](mailto:mca@acrplus.org)) no later than **20 September 2024 midnight**, including a **detailed CV and a letter of motivation that details how your experiences and skills match with the requirements of the position (2 pages max)**.

Please include in the application your **first available date** to start working in the new position and your **salary expectations**. Applications are reviewed on a rolling basis.

Due to the large number of applications, we receive for each posting, we are unable to provide feedback on all applications. Only complete application will be accepted, and only shortlisted candidates will be contacted.