

MATERNITY COVER

ECONOMIC AFFAIRS & COMMUNICATIONS OFFICER

CAOBISCO, the European association representing the chocolate, biscuits and confectionery industry, is seeking a dynamic and autonomous professional to cover the position of Economic Affairs & Communications Manager during her maternity leave. The successful candidate will not only be responsible for CAOBISCO's economic and communications portfolio but will also independently manage the Secretariat of CIUS (Committee of Industrial Users of Sugar), a key organization for which CAOBISCO holds the Secretariat.

The role requires a high degree of autonomy and the ability to manage priorities independently, while engaging with a wide range of stakeholders.

The contract will start in January 2025, full-time, for a duration of eight months.

KEY RESPONSIBILITIES

- ✦ Independently manage the Secretariat of CIUS (administration, membership coordination, advocacy and communication)
- ✦ Monitor and analyze EU and international policy developments relevant to trade, market access and raw materials.
- ✦ Draft updates, briefings and position papers for members.
- ✦ Support advocacy and represent CAOBISCO and CIUS towards the EU institutions and partner organizations.
- ✦ Manage and update the various websites managed by the secretariat.
- ✦ Prepare communication materials, newsletters and social media content.
- ✦ Coordinate event organization and assist in preparing speeches, press releases and statements.
- ✦ Handle media and public inquiries with input from the relevant team members.

PROFILE

CAOBISCO is looking for a professional preferably with:

- ✦ Excellent organisational and interpersonal skills. You should be able to communicate confidently with EU officials and to mediate consensus among diverse stakeholders.
- ✦ Degree in Communications and/or Political Sciences, International Relations, European Studies or related fields.
- ✦ Relevant professional experience in a similar position, ideally within a European trade association, consultancy, or EU institution.
- ✦ Solid understanding of current EU policy issues and the EU legislative process.
- ✦ Proficiency in English, written and oral.

Contact details

To apply please send your CV to Mayssa Vande Vyvre at – Mayssa.vandevyvre@caobisco.eu by November 15th 2025.