

Job offer

CONTENT MANAGER/PRODUCER

Using innovative content and digital storytelling

Energy Cities – Besançon (France) or Brussels (Belgium) Office

Published: 2nd July 2018

Deadline for applications: **5 September 2018**

Starting date: 1st November 2018 (or earlier if available)

Duration: full time permanent contract

ABOUT ENERGY CITIES

Energy Cities is the European Association of local authorities in energy transition. Created in 1990, the association represents now more than 1,000 towns and cities in 30 countries.

Our vision: The low energy city with a high quality of life for all. Our agenda: Promote a decentralized and democratic energy system, ensuring cities are sufficiently empowered to remain in the driving seat of the energy transition.

Since 2009, Energy Cities is co-leading the secretariat of the [EU Covenant of Mayors initiative](#), a bottom-up movement of more than 7,750 cities and towns committed to voluntarily implement and exceed the European Union energy and climate objectives.

Energy Cities' dynamic and multicultural team is made up of 23 people from 9 nationalities. We have two main offices – Besançon in France and Brussels in Belgium.

More about us: www.energy-cities.eu

WE ARE LOOKING FOR A CONTENT MANAGER/PRODUCER WHO WILL:

- Research for stories among the cities and initiatives from our network, and create appealing content for our online (website, social media) and offline resources (articles, reports, case studies, project publications, etc.)
- Collect data or testimonials and copywrite articles, best practices and publications around (sometimes complex) energy and climate topics
- Supporting colleagues with bold presentations for panels and workshops
- Building a base of materials like quotes, facts and figures or images for effective messaging
- Proofreading and editing articles prepared by colleagues (especially outside of the Communications team)
- Liaising with external providers (translators, graphic designers, etc.)

WHAT SKILLS SHOULD YOU HAVE?

- Bachelor's degree in communications, journalism, advertising or related field
- At least 6 years' experience in a content marketing or copywriting role

- Familiarity with editing and proofing in CMS
- Experience of working across all communication channels
- An eye for compelling narratives that can engage our audiences
- Ability to deliver high-quality content on strict deadlines
- Previous work experience in the energy and climate field is a plus
- Languages: excellent level in English. Working level in French. Other European languages are a plus

CONTRACT

- The contract will be made under the French or Belgian law
- Permanent full time contract
- Location: Besançon or Brussels
- Availability to travel in Europe in particular
- Salary conditions: depending on candidate experience and according to Energy Cities' salary grid
- Holidays per year: 26.5 days
- Working time: 39 hours (France) or 38 hours (Belgium) working week, compensated by 20 RTT (France) or 20 extra-legal holidays (Belgium) per year
- Other advantages (depending on contract under French or Belgian law): Attractive health insurance package; prévoyance package/group insurance ("assurance groupe") in place; restaurant vouchers; public transport season ticket
- Starting: 1st November 2018 (or earlier if available)

DO YOU WANT TO JOIN US?

- Applicants must have the legal right to be employed either in France or in Belgium
- **To apply, please send a motivation letter AND your CV to Jean-Pierre VALLAR, Managing Director Energy Cities: jean-pierre.vallar@energy-cities.eu**
- Closing date for applications: **5 September 2018**
- **Only short-listed candidates will be contacted and interviewed**