



Insurance Europe is the European insurance and reinsurance federation. Through its 37 member bodies — the national insurance associations — it represents all types and sizes of insurance and reinsurance undertakings. Insurance Europe, which is based in Brussels, represents undertakings that account for around 95% of total European premium income. Insurance makes a major contribution to Europe's economic growth and development. European insurers pay out almost €1 000bn annually — or €2.8bn a day — in claims, directly employ nearly 920 000 people and invest over €10.6trn in the economy.

Insurance Europe is an equal opportunity employer. We respect and seek to empower each individual and support the diverse cultures, perspectives, skills and experiences within our workforce. Applications from disabled candidates are encouraged.

For our Communications and PR department, we are looking for an

Public Affairs Advisor

Function

In this role, you will support the association's public affairs and policy objectives. You will be responsible for monitoring and gathering intelligence on EU regulatory and policy developments of the insurance sector. You will report on your areas of responsibility internally and to members.

In addition, you support the development of position papers and actively implement lobbying activities. You will do so by ensuring effective cooperation and coordination with different stakeholders, and by developing and leveraging working relationships with the EU institutions. Finally, you will also participate in a range of different meetings where you will actively promote the policy messages of the association.

Tasks

- Monitoring and gathering intelligence on EU regulatory and policy developments of relevance to the European insurance industry
- Analysing EU developments on a range of pre-defined issues
- Preparing meeting documents, briefing documents, and speaking points
- Regularly reporting internally and to members
- Identifying and flagging up new key issues of potential relevance
- Providing support for the development of the association's positions and the implementation of lobbying activities.
- You will report directly to the head of public affairs and communications with a dotted line to the head of personal and general insurance

Profile

- Minimum three to five years of experience in EU affairs with excellent knowledge of EU policy making, ideally in the financial sector and preferably insurance;
- University level education, preferably in an area related to European studies, law, economics or international relations.
- Good understanding of strategic and regulatory issues in financial services an asset;
- Able to work independently and in team and intellectually curious;
- Good organisational skills and capacity to identify key issues;
- Very good analytical skills and proven ability to synthesise feedback;
- Excellent drafting skills in English, knowledge of other European languages an asset;
- Excellent inter-personal and communication skills;
- An outgoing and dynamic personality.



Offer

We offer you a challenging and exciting position. Permanent contract. full-time, competitive salary and excellent benefits.

Contact

Please address application letters and curriculum vitae to Insurance Europe, Rue Du Champs De Mars 23r 51, 1050 Brussels for the attention of Koen Ameye (e-mail: hr@insuranceeurope.eu).