



ASSOCIATION MANAGEMENT PROFESSIONAL PARTNERSHIP DEPARTMENT

Orgalime, the European Engineering Industries Association, speaks for 42 trade federations in the mechanical, electrical, electronic, metalworking & metal articles industries of 23 European countries. Orgalime's member federations directly or indirectly represent companies of an industry employing some 10 million people. The engineering industry is the largest industrial branch in the EU, with a turnover of more than €1,900 billion in 2015. The industry accounts for over a quarter of manufacturing output and a third of the manufactured exports of the European Union.

We are currently looking for an experienced association manager to reinforce our “Orgalime Partnership” department, which consists of an 11-member team offering services to over 20 European Sector Associations in the engineering industry.

Job Description:

The association manager will be fully dedicated to one major and innovative European trade association (**T&D Europe**), which represents a sector engaged in the energy transition that provides leading smart and digital technologies. Acting as its **Secretary General**, he or she will be managing the association's activities, both internally and externally and in collaboration with other members of the Partnership team.

Main tasks will include:

- Representation of the sector and its interests towards EU institutions and stakeholders
- Dynamic management of the strategic development of the association with modern means of communication
- Setting up relations with relevant fellow associations to strengthen the influence and the visibility of the association
- Influencing regulatory, energy and environment policies of the European institutions
- Management of relevant working groups & task forces
- Membership management
- Internal and external communication
- Statutory, legal, administrative and financial management

Profile:

- University degree (law, politics or engineering). At least ten years' working experience, either in an EU policy environment or in an engineering company
- A sound understanding of the functioning of EU industry associations and track record in dealing with the EU regulatory process
- A good knowledge of EU energy policies including energy/ digital transition
- Existing network in Brussels would be an asset
- A grasp of EU industry realities and challenges
- Strong communication and networking skills
- Ability to be strategic and to prioritise
- Leadership, motivation, autonomy and presentation skills
- Computer, internet and social media savvy
- Ready to travel in Europe
- Excellent knowledge of English (working language) and at least two other EU languages

Interested in this challenging mission? Please send your CV and cover letter describing what you believe it takes to run a dynamic and innovative European trade association, by e-mail to ORGALIME – Inge Dewit Vanhaelen, to secretariat@orgalime.org and please mention “**Association manager Partnership Department**” in the subject line.

Application deadline: 23 June 2017