

Vacancy Announcement: Communications Assistant

📍 Brussels, Belgium | ⌚ Full-time | 📅 Start date: As soon as possible

[Want to kick-start your career at the crossroads of communications, digital content, and European affairs?](#)

EuroCommerce, the voice of retail and wholesale in Europe, is looking for a creative, digitally savvy, and motivated **Communications Assistant** to join our team in Brussels.

If you're passionate about storytelling, social media, design, websites, AI tools, and making an impact across Europe, this could be your next big opportunity.

[What you will be doing](#)

As part of our Communications team, you'll help shape how EuroCommerce communicates with members, policymakers, stakeholders, and the wider public.

[Key Responsibilities](#)



Create engaging content

You'll bring ideas to life across multiple channels by:

- Designing visually appealing visuals and presentations
- Creating and editing digital content, including graphics, videos, and animations
- Supporting campaigns that help tell the story of Europe's retail and wholesale sector
- Experimenting with new communication formats and digital trends



Help drive our digital presence

You'll play a key role in strengthening our online visibility by:

- Managing and updating website content
- Supporting newsletter creation and email campaigns
- Exploring AI-powered tools to improve content creation, analytics, and workflows
- Contributing ideas to enhance user engagement and digital performance



Be a brand champion

You'll help ensure everything we publish looks and feels consistently "EuroCommerce" by:

- Maintaining strong visual and editorial standards
- Supporting the creation of templates, presentations, and communication materials
- Helping colleagues apply branding and communication best practices



Connect with our community

You'll support communication with our members and stakeholders by:

- Maintaining contact databases and mailing lists
- Supporting member communication platforms and user requests
- Helping deliver targeted and relevant communications
- Ensuring data quality and GDPR compliance

[Who we are looking for](#)

We are looking for potential. You might be a great fit if you:

- ✅ Have a Bachelor's degree in Communications, Marketing, Political Sciences, European Studies, or a related field
- ✅ Are fluent (or near-native) in English; additional European languages are a bonus

- ✓ Love creating content and have an eye for design and digital trends
- ✓ Are comfortable with Microsoft Office and eager to learn new digital tools
- ✓ Have experience, or a strong interest, in social media, community management, or stakeholder engagement
- ✓ Are curious about how decisions are made in the EU and want to learn more
- ✓ Take initiative, enjoy solving problems, and aren't afraid to bring fresh ideas to the table
- ✓ Thrive in a fast-moving environment where no two days are the same

What's in it for you

- **A full-time role on a permanent contract**
- An international and collaborative workplace in the heart of Brussels
- Opportunities to build skills in communications, digital media, design, and EU policy
- Hands-on experience with high-impact projects and campaigns
- Exposure to European decision-making and industry leaders
- A chance to make your mark and grow your professional network

Why join EuroCommerce?

At EuroCommerce, your ideas matter. You'll gain real responsibility from day one, work with colleagues from across Europe, and help shape conversations that impact millions of businesses and consumers.

If you're curious, creative, digitally minded, and ready to grow, we'd love to hear from you.



How to Apply

Please send your CV and a short motivation letter to bastings@eurocommerce.eu with the subject line: Application – -Communications Assistant. Applications will be reviewed on a rolling basis.