

**The International Life Sciences Institute, Europe
is seeking an exceptional candidate for the post of**

Communications Manager

The International Life Sciences Institute, Europe (ILSI) is based in Brussels, Belgium. Its team comprises 19 persons of different nationalities. The International Life Sciences Institute is a non-profit, worldwide foundation established in 1978 to advance the understanding of scientific issues relating to nutrition, food safety, toxicology, risk assessment, and the environment.

Do you fit the following profile?

- bachelor's degree in Communication or Journalism,
- prior experience in science communication, ideally in nutrition and food safety or life sciences,
- at least 5 years' experience working on communication projects including design, editing and writing documents,
- excellent command of written and spoken English and excellent writing skills,
- experience working with InDesign, content management systems, HTML language, e-newsletters,
- creative thinking, being able to translate facts/data into impactful infographics,
- good coordination and project management skills, including understanding of project planning, budget, status monitoring and reporting, review processes,
- holding or able to obtain a working permit in Belgium, if needed.

Task overview:

- be responsible for the development, maintenance and update of all communication tools (e.g. newsletter, booklet, other corporate materials, website, social media),
- actively participate in the promotion and dissemination of the events organised by the institute (e.g. banner, booth, flyer, brochure, press release, webinars, social media),
- support the Executive and Scientific Director in preparing presentations and other communication materials,
- work closely with the Scientific Project Managers to promote the scientific activities of the Institute.

We offer:

- a multicultural, dynamic, flexible working environment,
- excellent networking opportunities with academic, industry and public sector scientists,
- involvement in scientific projects and programmes, including EU-funded projects.

How to apply:

Please send only your covering letter, full CV in English by email to application@ilsieurope.be

For the attention of the Executive and Scientific Director

Subject matter: your name, date, application ComMgr2017

Deadline is 05th of May 2017

Only selected candidates will be invited for an interview, who will be asked to demonstrate examples of their work (e.g. booklets edited, newsletter, and infographics). More Information on ILSI Europe at www.ilsieurope.be