



Job positions Communication Manager – CM072024

Title of the document and JOB position	Job positions Communication Manager – CM072024
Deadline for application	30.07.2024
E-Mail to apply	communication@openenlocc.net

1. ABOUT OPEN ENLoCC ASBL

The European Network of Logistics Competence Centres at Regional Level, from now “OPEN ENLoCC”, is a non-profit, non-commercial and non-market oriented association under Belgian law, founded in 2006 as follow-up of the ENLoCC project and legally based in Bruxelles from 2019. It counts 15 Logistics Competence Centres at regional level in EU, being the link between public and private sector and pursuing the carbon neutrality and freight transport efficiency.

OPEN ENLoCC objective is to support regions to foster the regional approach in transport and logistics, by acting as knowledge service provider for the network’s partners. OPEN ENLoCC facilitates access to EU initiatives and research programmes for our members, looking into solutions for regional transport, in the field of environment and intelligent transport systems, urban freight distribution including social and economic aspects of transport.

2. VACANCY FOR A COMMUNICATION MANAGER

OPEN ENLoCC is seeking a Communication Manager for a full-time position.

As the Communication Manager, you will play a crucial role in enhancing the visibility and reputation of OPEN ENLoCC and its members across Europe. Your responsibilities will include developing and executing strategic communication plans to bolster the organization's presence in the logistics and transport sectors. You will oversee the creation of compelling content, such as press releases, articles, and social media posts, highlighting the achievements and activities of OPEN ENLoCC and its network of Logistics Competence Centres. Additionally, you will be tasked with generating new original articles for publication on our website or intranet. The revitalization of the network's journal will also fall under your purview, with supervision from the Communication Programme Manager and the Board

Ensuring the visibility of the network and its members will be a top priority, involving continuous management of social media platforms and updating the website with fresh content. Furthermore, you will collaborate closely with project teams to integrate effective communication strategies into European projects where OPEN ENLoCC is involved. This includes coordinating dissemination efforts, organizing

webinars, workshops, and other outreach events, and engaging stakeholders to amplify the impact and outcomes of these initiatives.

Your role will be pivotal in cultivating relationships with key stakeholders, including European institutions, regional authorities, industry associations, and research organizations, to reinforce OPEN ENLoCC's standing as a leader in regional logistics competence and innovation.

2.1. MAIN ACTIVITIES TO BE PERFORMED BY THE COMMUNICATION MANAGER

- Reporting directly to the Communication Programme Manager of OPEN ENLoCC and the Board.
- Managing the content of the network's website, www.openenlocc.net, and overseeing communication outputs for EU projects in which OPEN ENLoCC participates.
- Overseeing social media profiles, with a particular emphasis on platforms like LinkedIn and other designated channels.
- Creating various communication materials such as newsletters, brochures, posters, and other digital and printed publications.
- Contributing to periodic activity reporting to track and evaluate communication efforts and outcomes.
- Drafting compelling articles, press releases, and other written content to promote OPEN ENLoCC and its initiatives.
- Developing comprehensive communication strategies tailored for OPEN ENLoCC events and projects.
- Participating actively in international meetings and events, both in-person and online, to advocate for and publicize the organization's goals and activities.
- Supporting dissemination and communication activities for projects by organizing webinars, workshops, and focus groups with members and stakeholders. Additionally, contributing to communication campaigns, including newsletters, articles, press releases, and social media posts, in collaboration with and under the guidance of the Programme Communication Manager.
- Participating in and coordinating OPEN ENLoCC's presence at events and fairs, including managing project stands and representing the organization.
- Supporting the network and projects in designing the Network's Learning Management Systems and providing adequate multimedia support to enhance content quality.
- These activities are integral to enhancing the visibility, outreach, and impact of OPEN ENLoCC across Europe and within the logistics and transport sectors.

2.2. YOU ARE THE RIGHT PERSON FOR US IF

- Completed degree, preferably in communication/journalism or related fields such as transport, urban planning, or similar.
- Proven experience in communication within international contexts, networks, associations, or companies involved in European projects.
- Strong ability to independently manage activities, meet deadlines, and handle tasks effectively.
- Proficiency in basic graphic tools like Canva, and familiarity with platforms such as WordPress, Microsoft Teams, and MS365.
- Initiative-driven and enthusiastic about undertaking new and challenging projects.
- Comfortable with remote work and willing to travel for attending and representing OPEN ENLoCC at international meetings, fairs, and conferences primarily in Europe.
- Fluent in English (a requirement).
- Collaborates effectively within diverse, multistakeholder teams in an international, multidisciplinary, and multicultural environment.
- Proactive and eager to engage in innovative projects and activities.
- Willingness to work and travel internationally, primarily within Europe, and ability to work remotely and travel to attend and represent OPEN ENLoCC at international meetings, fairs, and conferences.

3. WHAT WE OFFER

- Full-time employment contract with a competitive salary based on experience.
- Opportunity to thrive in a small yet impactful organization with an international focus.
- Gain valuable experience in European environment.
- Flexible working conditions with the ability to work remotely from anywhere in Europe.
- Travel to different regions and cities, enriching your experience through European projects.
- Salary range: €30,000 - €45,000.

Ideal starting date: September 2024.

4. HOW TO APPLY

Candidates are required to send their CV ([Europass is welcome](#)) and a [cover letter](#) outlining their motivation and key qualifications for the position to communication@openenlocc.net.



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Please use "**Job positions Communication Manager – CM072024**" as the subject line.

We look forward to having you on our team!

First cut-off is 30.07.2024

European Network of Logistics Competence Centres

Legal address: Avenue Louise 146, 1050 Bruxelles, Belgium

tel. +39 3389095917 • info@openenlocc.net

Enterprise Number 0739.805.043 • www.openenlocc.net