

Consultant

Location: Brussels

Contract: Full-time

Experience: Minimum 4 years

Start date: To be agreed

About CLERENS

CLERENS is a leading public affairs and communications consultancy based in Brussels, specialised in advocacy, political and regulatory risk assessment, public funding, and strategic communications.

Our consultants bring in-depth expertise across energy, environment, climate, and mobility. We support associations in delivering maximum value to their members, whether by guiding leadership, strengthening secretariats, or managing daily operations. Our goal is to ensure members' priorities are advanced, their voice is amplified, and their community thrives.

About the Role

CLERENS is looking for a Consultant to support IAM-I, strengthening the Secretariat's capacity and contributing to the association's expanding activities.

The role focuses on EU policy monitoring, analysis, and advocacy, with a strong emphasis on research and innovation, advanced materials, and EU funding frameworks. The Consultant will work closely with the IAM-I Secretary General, governance bodies, and members, contributing to both strategic and operational activities.

Key Responsibilities

Policy monitoring, analysis, and advocacy

- Monitor and analyse EU policies, initiatives, and funding programmes relevant to IAM-I, with a particular focus on:
 - EU research and innovation policy
 - Industrial and technology-related initiatives
 - Advanced materials
 - The EU Multiannual Financial Framework (MFF) and related funding instruments
- Prepare clear and concise policy briefings, analyses, and updates for the Secretariat, Executive Board, and members
- Present policy developments and their implications in meetings, webinars, and working groups
- Support the Secretary General in advocacy and strategic policy work, including drafting position papers and statements

Stakeholder engagement and consensus building

- Support the preparation and organisation of advocacy meetings with EU institutions (European Commission, European Parliament, Member States)
- Contribute to the development of IAM-I's advocacy strategy and key messages
- Facilitate consensus-building among members in a member-driven association environment

Project and organisational support

- Support project management activities, including Horizon Europe and other EU-funded projects, depending on experience
- Contribute to the organisation of meetings, events, task forces, and working groups
- Provide flexible support across policy and organisational priorities as needed

Profile and Skills

- At least 4 years of relevant professional experience in EU policy, public affairs, or a related field
- Demonstrated experience in a Brussels-based association or similar EU policy environment
- Strong understanding of EU institutions, policymaking processes, and funding mechanisms
- Proven ability to analyse complex policy files and translate them into clear, actionable insights
- Solid knowledge or a strong foundational understanding of advanced materials and or research and innovation policy
- Experience in project management; experience with EU-funded projects is an asset
- Ability to take ownership of a policy area and work autonomously
- Flexible and adaptable, with the ability to cover a broad range of topics in a small Secretariat team
- Excellent drafting, analytical, and communication skills
- Fluency in English; additional EU languages are an asset

Recruitment Process

- First interview with the Business Director
- Second interview with the Secretary General

What We Offer

- Direct involvement in EU policy and advocacy on advanced materials and innovation
- Interaction with industry leaders, policymakers, and European stakeholders

- A dynamic and international working environment with opportunities for professional growth

How to Apply

Please send your CV and motivation letter, indicating "Consultant" in the subject line, to jobs@clerens.eu (attn. Mr Thomas Otuszewski).

Applications are reviewed on a rolling basis, and early submission is encouraged. Due to the high number of applications, only shortlisted candidates will be contacted.