

# PUBLIC AFFAIRS ADVISOR

Brussels, June 23<sup>rd</sup>, 2021



## Full-time undetermined period contract

Affordable Medicines Europe is looking for a **public affairs advisor** to re-enforce its secretariat, in particular on matters relating to advocacy planning and outreach, writing of position papers, media relations, and event planning.

We are looking for an energetic, outgoing, and fast-learning candidate with a good pen. At least two years of experience in EU public affairs is essential. You will report directly to the Secretary General whom you will assist with the execution of the association's public affairs strategy.

Affordable Medicines Europe represents the parallel trade in medicines industry in the EU/EEA. We have more than 120 member companies in 23 EU/EEA Member States. The sector is regulated under EU as well as national law and has developed over the last 30 years to an industry which has an import turnover of around 5,5 billion Euros annually. We are five people in the Secretariat.

## The tasks of the position include:

- planning, managing, follow-up, and reporting on our advocacy and outreach strategy, including setting-up of meetings with stakeholders, preparing agendas and presentations, and follow-up to meetings;
- drafting policy papers, answers to hearings, researching data in our field, compiling information from our members in reports etc.;
- drafting reports and publications of an economic nature;
- establishing a solid network with stakeholders and authorities in Brussels and to the extent possible with the most central stakeholders in Member States;
- arrange the content of events, round tables, etc. if part of the advocacy and outreach.
- represent Affordable Medicines Europe at meetings with the EU institutions, Member State authorities, stakeholder meetings, events, etc.

## The main qualifications we are looking for are:

- an advanced University degree, preferably in political science or economics, or a degree as e.g. pharmacist;
- at least two years of professional experience working in EU public affairs;
- the ability to write and communicate fluently in English is a must, and a working level of French and German is preferred – other EU languages would be an advantage;
- an excellent knowledge of the EU institutions;
- a proven ability to understand, appreciate and communicate complex issues;
- a demonstrable interest in articulating and defending the free movement of goods, a strong EU competition policy, and the delivery of affordable medicines to patients throughout the EU;
- ability to work well with people from business, and from all EU Member States;
- team player; ability to perform under pressure; well organised.

## What we offer:

- A chance to be part of a secretariat within an organisation dedicated to the right to bring safe and affordable medicines to European patients;

- A focused organisation with clear goals and objectives set out by the membership;
- A chance to come onboard a dynamic, resourceful, and reflexive team with room for personal development;
- A full-time contract with a competitive remuneration package.

Applications for the position should be sent by e-mail to [ke@affordablemedicines.eu](mailto:ke@affordablemedicines.eu) no later than **14<sup>th</sup> July 2021** with subject line: **Public Affairs Advisor**.

The first round of interviews is expected to take place very shortly after the deadline for applications.

Your application should include the following documents (with your name as title):

1. **A short motivation letter;**
2. **A detailed curriculum-vitae;**
3. **Further documents/references you may wish to submit already.**

Affordable Medicines Europe is an equal-opportunities employer.

Affordable Medicines Europe represents Europe's licensed parallel distribution industry, an integral part of the European pharmaceutical market that adds value to society by introducing price competition for patented medicines and a supplementary layer of product safety. We represent 120 companies in 23 EU/EEA Member States. These members account for approximately 80% of the total parallel import market volume in the EU/EEA. Membership in the EAEPIC is exclusive to companies holding a wholesale (GDP) license (export and import). All importing members furthermore are GMP licensed.