

LEGAL AFFAIRS OFFICER

FACE is looking for a Legal Affairs Officer to join its ambitious team in Brussels. This role offers a great opportunity for a motivated individual to combine the practice of EU and international law with European public affairs in an international environment. We are looking for someone who is a self-starter, confident and professional. The ideal candidate should have knowledge of EU law and policy-making processes and be quick to learn in new areas. He or she should be passionate about the work we do at FACE and willing to work hard to increase our reach, awareness and influence in promoting sustainable hunting and conservation in Europe.

Location: 205 Rue Belliard, 1040, Brussels

Terms: One-year contract (under Belgian law) with possibility of extended contract after one year

Reports to: Legal and Public Affairs Manager

Starting date: As soon as possible

How to apply: Please send your CV and cover letter to recruitment@face.eu addressing the job profile below as best as possible. Deadline for application is **Friday, 28 February 2020**.

JOB PROFILE: Legal Affairs Officer

Responsibility: In this role, you will work under the supervision of the Legal and Public Affairs Manager to provide timely and high-quality legal advice and support. The post holder will engage in FACE's public affairs and policy work, ensuring target-oriented positioning and effective representation of the hunting community in relevant policy processes at the EU and international levels.

Key relationships: All internal staff, FACE Members' staff in 37 countries, wide range of external partners, EU officials and Members of the European Parliament.

Key duties:

- Represent the hunting community at CITES (the Convention on International Trade in Endangered Species of Wild Fauna and Flora), CMS (the Convention on the Conservation of Migratory Species of Wild Animals) and within IUCN (the International Union for Conservation of Nature);
- Conduct legal research, monitoring and analysis of EU and international law and policy developments related to hunting, other sustainable use activities and nature conservation (in fields such as the environment, wildlife trade, firearms and ammunition, public and animal health), and draft opinions and reports to internal staff and Members;
- Develop and implement legal strategies, campaigns and events and other tasks aimed at achieving FACE's legal and policy objectives;
- Ensure coordination and involvement of Members in FACE's legal work and manage internal platforms to that end, including meeting organisation and follow-up;
- Support the design and implementation of FACE's advocacy strategies in close collaboration with the relevant policy officers. This work will include: drafting memos, advocacy documents and thematic submissions for EU institutions and international bodies, monitoring and analysing legal and policy initiatives and

developments in said institutions and bodies, and bringing key hunting-relevant issues to the attention of officials and decision makers;

- Represent FACE and its positions in meetings and public events;
- Develop and leverage key contacts and partnerships with decision makers and stakeholders.

General

- Ensure good communication advancing the legal and policy work of FACE;
- Contribute to overall FACE strategy development, work plans and reporting processes;
- Provide strategic legal and policy advice to the manager and other colleagues;
- Have a willingness to work flexibly: occasional flexible hours and travel.

Background and experience

- Relevant higher-level educational qualification (e.g. degree in the field of law);
- Knowledge of EU law and of the EU institutional frameworks;
- Knowledge of and/or experience with the EU policy making processes;
- Demonstrated ability to work in an international context with organisations from differing backgrounds and varying cultures with tact and diplomacy;

Key skills and personal attributes

- Excellent communication and reporting skills and ability to construct coherent arguments;
- Excellent interpersonal skills with ability to adapt to a multicultural working environment;
- Result-orientated team player with pronounced ability to work on own initiative and with a high degree of autonomy;
- Strong organisational skills, detail orientated, with ability to manage priorities and meet deadlines under pressure;
- Excellent command of both written and spoken English with a good knowledge of at least one other European language, preferably German and/or French. Additional European language would be an asset;
- Empathy with the aims and objectives of FACE;
- Experience with and/or understanding of hunting, countryside activities and nature conservation would be an asset.

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FACE is the European for Hunting and Conservation. Established in 1977, it represents the interests of Europe's 7 million hunters as an international non-profit-making nongovernmental organisation. This makes FACE the largest democratically representative body for hunters in the world and is probably one of the largest European civil society organisations.

FACE is made up of its Members: national hunters' associations from 37 European countries including the EU-27. FACE also has 5 Associate Members and has its Secretariat in Brussels.