

## Call for Applications

*Policy Advisor  
(English-speaking)*

### [APPLY HERE](#)

Volt is a political start-up that wants to trigger a positive change for Europe by exciting people to build a truly European party with us. We are committed to reforming the European Union to enable it to address global challenges. We fight for a more democratic European Union, a just society, and a climate-neutral and innovation-friendly economy.

In the June 2024 European elections, Volt gained 5 seats. To help our MEPs advance Volt's objectives and drive policies at EU level, we need support from you. We are looking for highly motivated and proactive policy advisors to join our dynamic team in the European Parliament in Brussels. **We are looking for 9 policy advisers** to cover the following topical areas:

- Agricultural policy
- Internal Affairs, Fundamental rights, Justice
- Transport Policy (+ potentially with Budgetary Affairs)
- Environmental Affairs (+ potentially with Budgetary Affairs)
- Foreign & External Relations
- Labour Laws, Social Affairs, and Culture & Education
- EU Reform, Enlargement & Defence Policy
- Internal Market
- Economic & Financial Affairs/ Industrial, Energy & Data Policy

In general, experience in these areas is a plus, but not a hard requirement for the application.

### 01 General Information

- **Preferred start-date** is September 2024 (flexible if contractual obligations exist)
- **Full time**, with an initial trial period of 7 months. Extension of the contract until the end of the mandate is envisioned if the trial period is successful. 80% solutions can be discussed, especially if helpful to accommodate applicants with a family
- **Remuneration:** We are looking for advisors with diverse types of backgrounds, including young or experienced professionals. We offer a competitive salary and benefits in line with European Parliament's practice and standards, which will be determined upon the candidate's experience.
- **Inclusiveness:** Volt is an inclusive employer and we encourage applications from people with diverse backgrounds
- **Deadline for applications: 23:59 CEST, July 7, 2024**

### 02 Tasks

You will work directly with an MEP, playing an important role in running the legislative work. You will help our MEPs achieve their political goals, by setting out policy priorities, drafting position papers, and ensuring that they make it into EU laws.

- **Set out relevant policy priorities and strategy on how to achieve them**, by understanding the overall policy environment and consulting with relevant internal and external stakeholders (e.g. EU experts, country experts, civil society organizations, and international organizations).
- **Carry out legislative work on technical level**, by gathering intelligence in-house and outside, drafting and tabling amendments, and negotiating our position first within the Parliament and later on with the Council.
- **Build a network in your policy community and beyond** as information is key in the policy work in the European Parliament.
- **Prepare talking points** for events, committee meetings, group meetings, and plenary speeches as well as any other meetings the MEP needs help with.
- **Be a team player.** Legislative work requires you to be a good team player. It is important that you are trusted and relied on both within your team, but also outside of the office. Apart from the work indicated above, you should also be willing to provide a helping hand to your teammates.

### 03 Requirements

Key capabilities:

- **Analytic thinking.** In order for the MEP to be able to make informed decisions, the Policy Advisor needs to process a high amount of information, summarize and prioritize it. New information within negotiations needs to be assessed quickly and irrelevant details need to be distinguished from important matters when advice is formulated.
- **Negotiation skills.** The Policy Advisor often needs to negotiate on the behalf of the MEP with other Policy Advisors. A great ability to bring one's point across with strong argumentation skills is needed. This also includes the ability to listen, understand, and assess the priorities of others.
- **Relationship building and networking:** As Policy Advisor you will build relationships with multiple stakeholders to gather information, convince counterparts and find majorities.
- **Drive and demonstrated intrinsic motivation.** You will have to take full ownership of the work of your MEP in the designated committee(s). A high level of energy, trust and intrinsic motivation to make their MEP succeed is an important requirement.

Other:

- **Clarity and precision.** Clarity of thought needs to be reflected in clear writing and communication skills when conveying complex information to their MEP and others.
- **Stress resilience.** Politics can be stressful. We need advisors who can keep their cool in stressful moments with (sometimes) an overload of information.

- **Education:** Please be aware that Parliament requires at least a Bachelor degree in its hiring rules.
- **Language:** English will be the main language for our work. We require very strong and demonstrable English writing and communication skills. Any other European language is a 'nice to have'. We do not require Policy Advisors to speak Dutch or German.
- **Team player:** It is super important for us that we have team players that can work with a large team, help each other out, whenever and wherever and bring a positive dynamic with them to the workplace.

#### 04 What we offer

- **Purpose:** Improve the world with us. Volt is a political start-up, focused on playing way beyond its current political weight, and always aiming for more. If you like energetic and purpose-driven work, we are at your service!
- **Expertise:** Build or strengthen your knowledge in a specific field of your interest and become the absolute expert in it.
- **Autonomy and responsibility:** We want to give our staff room to act, develop strategies and initiate projects fitting to the overall objectives of Volt and the MEPs
- **Parliament:** If you haven't experienced it, you will miss out. The European Parliament brings together people from 27 different nations and is by far the coolest cross-national experiment ever conducted.
- **Fun:** Yes, the job is stressful - but it is also a lot of fun. We have a great international team of young and motivated MEPs and staff already. Be part of a fantastic adventure with us and shape what Volt and Europe will be in the future.
- **Team work & safe space:** No matter the circumstance, we always put a cooperative and friendly work environment first so that all advisors feel comfortable in their daily jobs.

#### 05 Application Procedure:

Nobody fulfills all the requirements perfectly. If in doubt about your own fit, just apply! The time the application costs you stands in no relation to the potentially amazing job you can get. After all, we value your motivation most - if you are super motivated, please give us the opportunity to look at your application.

After the application deadline has passed, we ask you to give us 2-3 weeks to assess all applications. We will then let you know whether you will be invited to the first interview, which should still happen in the second half of July or latest in the beginning of August.

If you have not received any information from us by July 21, please feel free to reach out via [damian.boeselager@ep.europa.eu](mailto:damian.boeselager@ep.europa.eu). Before that date, we would kindly ask you to refrain from inquiring about the status of your application.

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