

Job Description: Communication Manager (maternity leave cover)

EPRA is currently seeking a maternity leave replacement for a period of 7 months starting 16 July 2018 for the position of Communication Manager. This full-time position is based in Brussels and will report to the Director of Operations.

Responsibilities:

- Draft and design digital campaigns (Mailchimp)
- Coordinate and produce EPRA's quarterly print and digital flagship publication
- Draft and coordinate external materials (interviews, speeches, press releases, articles, etc.) and internal communication with members
- Create graphical content in house (mailing templates, layouts, etc.) and work with external designers when necessary (brochures, booklets, advertisements etc.)
- Update and maintain the EPRA website
- Manage social media channels (Twitter and LinkedIn)
- Develop media relationships and liaise with the press
- Support the communication & events team in the preparation and development of high-level events (press conference, audio-visual etc.)
- Manage the EPRA Diversity Programme, an industry-wide initiative aimed at promoting equal participation of women in senior management in the real estate sector
- Support the EPRA teams wherever necessary

Skills and Qualifications:

- 1-3 years of experience in a communication or marketing role
- Passion for communication, digital media and digital marketing
- Knowledge, interest and experience in social media
- Ability to meet deadlines and take responsibility for projects
- Excellent communication and writing skills
- Native or native-equivalent English, additional European language an asset
- Experience and understanding of the real estate or financial sectors also an asset
- Authorised to work in Belgium

Contact:

To apply please send your CV to barney.coleman@epra.com and k.jasik@epra.com before 14 May 2018

About EPRA:

EPRA, the European Public Real Estate Association, is the voice of the publicly traded European real estate sector. With more than 260 members, covering the whole spectrum of the listed real estate industry (companies, investors and their suppliers), EPRA represents over EUR 450 billion of real estate assets* and 94% of the market capitalisation of the FTSE EPRA/NAREIT Europe Index. EPRA's mission is to promote, develop and represent the European public real estate sector. We achieve this through the provision of better information to investors and stakeholders, active involvement in the public and political debate, improvement of the general operating environment, promotion of best practices and the cohesion and strengthening of the industry. Find out more about our activities on www.epra.com