

ENPA – European Newspaper Publishers' Association, having its headquarters in Brussels, Belgium is a non-profit organisation representing over 5.200 daily, weekly and Sunday titles from 25 European countries.

These newspapers are sold or distributed in over 150 million copies and read by over 300 Europeans every day. Newspapers online have tens of millions of unique visitors on daily basis.

As the current holder of the position will move to new challenges, ENPA is seeking a new EXECUTIVE DIRECTOR for its office in Brussels, Belgium.

The candidate

- Master level university degree from a well-established and recognised university.
- More than five years of managing or co-managing an international or national trade association, with focus on public policy and lobby work.
- Understanding and experience of newspaper publishing industry, press and media in general.
- In-depth knowledge about the functioning of the different EU institutions and their decision making processes.
- Proven skills on legal policy making and processing.
- Excellent interpersonal and intercultural skills.
- Excellent communication and presentation skills.
- Fluency in spoken and written English; other languages, particularly French, German, Italian, Spanish are definite advantages.
- Willingness to travel and work irregular hours.

The responsibilities

- Translating the vision, mission and strategy of ENPA into action.
- Accomplishing the objectives and priorities set by ENPA's governing bodies.
- Responding to the specific needs and requests of ENPA's member associations.
- Communicating and cooperating with the member associations.
- Representing the newspaper industry at all different levels in Brussels and elsewhere.
- Leading and managing the ENPA Secretariat.
- Organising and coordinating General Assembly, Executive Committee and other similar meetings.
- Cooperating and collaborating with other European associations.
- Developing public relations and communication and information tools.

How to apply

A complete application consists of (1) a detailed CV, (2) a motivation letter with salary expectation and (3) a document listing two references.

The candidates are asked to send their application, by quoting "Executive Director" before 12 February 2010 to enpa@enpa.be or mail to ENPA, Square du Bastion 1a, bte 3, B – 1050 Brussels, Belgium.

For further information about ENPA the candidates should go to www.enpa.be and/or contact the ENPA President Valdo Lehari jr (Valdo.Lehari.jr@gea.de) or the Executive Director Valtteri Niiranen by email (valtteri.niiranen@enpa.be).

Due to the expected large amount of applications the ENPA President, the Executive Director or the Secretariat cannot answer telephone inquiries.