



Scientific & Regulatory Affairs Officer

One year contract – Full-Time position based in Brussels
Possibility to extend

Job Family: Scientific & Regulatory support

Location: Brussels (Hybrid)

Position Title: Scientific & Regulatory Affairs Officer

Direct Report to Secretary-General

Indirect Report to Deputy Secretary-General, Technical Director

Date: 23.06.2024

Position Scope:

- Support the Secretary-General in all matters related to the regulatory environment for the European Pet Food industry.
- Build good relationships with key decision-makers in European bodies, focusing on technical and regulatory discussions.
- Manage national associations' relationships for alignment on regulatory issues and unified lobbying positions.

Primary Purpose of the job:

The position involves leading specific working groups, handling complex legal-technical matters, and ensuring effective stakeholder communication. Key outputs include strategic proposals, meeting coordination, and decision implementation.

Key relationships:

Responsible for specific working groups/task forces of FEDIAF.

Ensure an efficient understanding of relevant legal and technical dossiers, and formulating and communicating solutions and answers with members and EU decision makers.

Assist the Secretary-General by reading, researching, and routing correspondence; drafting letters and documents; collecting and analysing information; initiating telecommunications.

Key experience required.

- University degree with a regulatory, legal, technical veterinary, or scientific background.
- Minimum 1 to 5 years experience, preferably, but not exclusively, in trade associations, consultancy, corporate affairs or EU administration.
- Proactive professional with excellent organisational, communication and influencing skills, a quick mind, attention to detail and ability to analyse.
- Able to understand complex scientific-technical dossiers and comfortable drafting reports of meetings, coordinating policy positions, and interacting with senior company executives, regulators and policymakers.
- Comfortable working independently and under pressure, but also enjoy being part of a dynamic multicultural team and working in an international environment.
- Excellent oral and written English, with ideally 1 or 2 other European languages.

About FEDIAF

FEDIAF, the European Pet Food Industry Federation, is the trade body representing the European pet food industry. We have members from 15 National Associations representing 18 countries and five direct company members. Our mission is to be the credible and responsible voice of the European pet food industry, collaborating with authorities, regulators, and academics to achieve favorable conditions for the supply of safe, nutritious, and palatable products.

FEDIAF and its members fully commit to pet animals' well-being and promoting responsible pet ownership. FEDIAF is looking for an energetic Scientific & Regulatory Affairs Officer to start immediately. You will join a passionate team of people who like to work at the intersection of technical dossiers and public affairs. We work in a dynamic environment for a significant and growing industry, and our members are actively involved in the association. www.fediaf.org

Applications To apply, please send your CV and cover letter (no more than one page) outlining how you fulfil the criteria in the job description and why you are applying for this specific position to recruitment@fediaf.org with the subject line "First Name + Last Name - Scientific & Regulatory Affairs Officer" by July 22th. CVs and motivation letters will only be considered if sent in English.

Only shortlisted applicants will be contacted.