



Programme Officer – Product Policies

Application deadline: 11 June 2026

We are looking for a highly motivated Programme Officer to join our Circular Economy & Nature team as soon as possible. The successful candidate will work on standardisation, policy developments, and project management related to ecodesign and energy labelling, in the framework of the EU's Ecodesign for Sustainable Products Regulation (ESPR), with a **focus on textiles, apparel, and footwear**. The successful candidate will report to a Programme Manager.

About ECOS

ECOS is an international NGO with a network of members and experts advocating for environmentally friendly standards, policies, and laws. We ensure the environmental voice is heard when these standards are developed and drive change by providing expertise to policymakers and industry players, leading to the implementation of strong environmental principles. Our successes include mainstreaming ecodesign, introducing universal chargers, and improving our right to repair. ECOS is headquartered in Brussels, with a regional office in Nairobi and has an exceptional team of 35+ staff supported by a network of over 50 technical experts and almost 60 member organisations.

www.ecostandard.org

Your main tasks

- Support the development of EU ecodesign and labelling policies and standards in the framework of the ESPR and related policies.
- Represent ECOS in relevant stakeholder meetings.
- Manage a Horizon project under the guidance of colleagues, including planning timelines and milestones, coordinating partners, tracking progress and budget, and ensuring timely, high-quality deliverables and reports.
- Assist in recruiting and managing the work of technical experts.
- Contribute to project and budget management, and to funding applications when necessary.
- Ensure effective coordination with ECOS networks, stakeholders, and members.
- Contribute to raising ECOS' profile and visibility through communications and policy work.
- Collaborate to develop regular updates, briefings, positions, and publications for ECOS audiences.

Skills and experience required

Professional and technical experience

- Minimum 1 – 3 years of relevant professional experience, preferably with NGOs, institutions, consultancies, or companies working in the environmental field.
- Experience and/or knowledge in the field of Ecodesign and Product policies, and of the sectors, such as textiles and footwear.
- Knowledge of sustainable product policies, concepts, and definitions.
- Experience in planning, executing, and monitoring projects, including timeline management.
 - Experience managing EU projects is an advantage.
- Demonstrated ability to coordinate multiple stakeholders and manage project teams effectively.

Skills

- Ability to work effectively both independently and as part of a team.
- Ability to communicate effectively, verbally and in writing.
- Ability to work in multicultural environments and good interpersonal skills.
- Strong team player
- Strong analytical skills and ability to translate technical content into relatable information.
- Excellent time and project management skills
- Excellent writing, networking and negotiation skills.
- Fluent written and spoken English is a must. Other languages are an asset.
- Commitment to the values, vision and mission of ECOS.

What we offer

Competitive compensation

- An 6-month Belgian contract, with the possibility to extend according to budget availabilities and performance, with a competitive salary package between €3,279 - €3,910 per month, (paid 13.92 times per year), according to the ECOS salary scale. Exact salary will be determined on skills and relevant experience of the candidate.
- An exceptional benefits package including meal vouchers, pension scheme, 13th month, excellent hospitalisation insurance, teleworking allowance, public transport reimbursement, eco-cheques, and additional holidays.

A supportive and rewarding work environment

- A flexible, dynamic, and pleasant international working environment, with an emphasis on transparency, well-being, and personal development.
 - Flexible working environment with flexible hours and teleworking possibilities.
 - Personalised and group training opportunities as part of a personal development plan.
 - Social events including summer retreat, wellness events, teambuilding, and weekly yoga.
- A dedicated and collaborative team with a common goal to protect the environment.
- An inclusive and empowering approach to addressing environmental challenges.

How to apply

Please note that this position is **based in Brussels**.

- Applicants need to have the existing right to work in Belgium or the EU.
- Due to limited staff resources and the number of applications anticipated **only candidates selected for interviews will receive a reply**.

Please send the following documents to careers@ecostandard.org with the subject line: 'Programme Officer - Product Policies: Your name', **before 11 June 2026**.

- A short letter of motivation (max 1 page).
- Your CV (without pictures) (max 2 pages).

ECOS is an equal-opportunity employer, placing great value on diversity and inclusion in the workplace. We welcome applications from candidates with diverse cultural backgrounds and expertise.

Concerning the use of Artificial Intelligence in applications

We are interested in getting to know your authentic self and your unique set of skills and experiences, which cannot be generated by AI. Please therefore **limit the use of AI** to reformulation and be aware of its environmental impact. **If you have used AI for your application, please declare it**, indicating what type of AI tools you have used and for what purpose.