

Youth and Outreach Coordinator

Department: Digital Citizenship Department (DigCi-YouthOutreachCoordinator-2025)

European Schoolnet (EUN) is looking for a **Youth and Outreach Coordinator** to join its **Digital Citizenship Department** in Brussels. The Youth and Outreach Coordinator will play an active role in the **Better Internet for Kids (BIK) platform** contract, which EUN implements on behalf of the European Commission, leading on a variety of youth participation, education and outreach activities, ensuring the successful delivery of reports, meetings, online safety training and awareness-raising materials, alongside other outputs.

The [Better Internet for Kids platform](#) is a European initiative funded by the European Commission, aimed at creating a safer and more enriching digital environment for children and young people. The project is part of the European Strategy for a Better Internet for Kids (BIK+) and implements key actions such as awareness-raising, online safety measures, promoting high-quality educational content, and encouraging youth participation in decision-making processes.

Main tasks

- **Coordinate BIK youth activities.** These include setting up and coordinating yearly European and international youth panels and youth advisory groups within the context of the annual Safer Internet Forum, while coordinating the participation of BIK youth representatives in various EU and international events as and when needed.
- **Organise and support key consultation activities with children and young people**, in cooperation with Safer Internet Centres, on BIK policies and practices, including on topics such as child rights in a digital world, the Digital Services Act, age-appropriate design, the impact of social media on well-being, cyberbullying.
- **Coordinate a working group** within the European network of Safer Internet Centres to facilitate the exchange of expertise and good practice on youth participation among network members, while helping to plan and streamline youth participation activities at European level too.
- **Coordinate a wider range of education and outreach activities** relevant to the BIK project. Alongside the aforementioned work with children and young people, this will include the development of teaching/learning modules and good practice guidance on online safety education/awareness raising, targeting children and young people, teachers and educators, and parents and caregivers. This will again happen in close dialogue with the European network of Safer Internet Centres, while facilitating and fostering exchange with a number of child rights organisations and professionals from European neighbouring and third countries too.

- **Supervise the work of external consultants and/or more junior project team members** working on youth participation, online safety education/awareness raising and outreach.
- **Support the BIK Project Manager and the Project Operational Manager** and the wider team in the implementation of the different phases of the project, while reporting directly to the BIK Project Operational Manager.
- **Plan, organise and facilitate meetings**, workshops and focus groups related to the project and draft minutes, summaries and meeting reports as required.
- Liaise with internal and external stakeholders to ensure effective task execution.
- Contribute to the internal reporting on project progress and the external dissemination of project results.

Profile and skills

The candidate should be:

- **A master's degree** in a relevant field (e.g., European studies, human rights, child rights, social sciences, educational studies).
- **At least 5 years of proven experience working on online safety, digital and media literacy, child rights and/or similar professional fields**, with a focus on youth participation work and/or education and outreach activities towards teachers/educators and/or parents/caregivers.
- **At least 3 years of proven experience in working with children and young people aged under 18**, to prepare them for speaking in public. The role will require proper familiarity with child protection and data protection policies and processes too.
- **At least 3 years of experience in a project or task coordination role** with proven project coordination, planning and organisational skills.
- **Excellent spoken and written English.**
- Ability to collaborate with **various public and private sector stakeholders.**
- Attention **to detail** and being able to **work independently.**
- Ability to work under pressure and meet deadlines.
- Very good **synthesis and analytic skills with excellent communication abilities.**
- A team player with **strong interpersonal and intercultural skills** to succeed within an international environment.

Useful information

- **Requirement:** Because of the nature of the post, which involves working with children and young people, selected candidates will be required **to provide a police record (or equivalent) attesting to the absence of convictions incompatible with the duties performed, in accordance with child protection requirements.** *This document is not a prerequisite for applying, but is a necessary condition for hiring the candidate, and we recommend that the candidate obtain it as soon as he has been selected to facilitate the subsequent stages.*

- **Duration of contract:** 12-month CDD (Contract Duration Déterminé – A fixed-term contract) according to Belgian standard conditions (renewable if mutually agreed). Full-time from Monday to Friday (possibility to choose between 38 or 40 hours/week).
- **Deadline for applications:** Until the position is filled.
- **Benefits:** Teleworking allowance and IT equipment, partial reimbursement of commuting costs, salary in line with experience and qualifications, meal vouchers, corporate DKV hospitalisation insurance.
- **Location:** European Schoolnet, Rue de Treves, 61, Brussels, Belgium.
- **Permit:** Applicants must be EU citizens or already possess a valid work permit for Belgium.
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 - Interviews will take place as soon as possible either in Brussels or at distance.
 - Due to the volume of applications, only pre-selected candidates will be notified.

How to apply

- Include your **CV** and **motivation letter in English** in **one single PDF file** named 'LASTNAME FirstName-DigCi-YouthOutreachCoordinator-2025'. Any information you wish the recruiters to consider should be incorporated into the file rather than in the main body of your email.
- The motivation letter should show how your background and interests fit the tasks planned for this position.

About European Schoolnet

[European Schoolnet](#) is the network of 34 European Ministries of Education, based in Brussels. As a non-profit organisation, we aim to bring innovation in teaching and learning to our key stakeholders: Ministries of Education, schools, teachers, researchers, and industry partners. Since its founding in 1997, European Schoolnet has used its links with education ministries to help schools make effective use of educational technologies, equipping both teachers and pupils with the skills to achieve in the knowledge society. We pledge to support schools in achieving effective use of ICT in teaching and learning; improve and raise the quality of education in Europe; promote the European dimension in education.

About the Digital Citizenship Department

With a team of around 20 staff members, the department's key areas of focus include digital skills, media literacy, online safety and child rights in a digital world.



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