



A European Non-Governmental Organisation in official liaison with
European Parliament, European Commission and the Council of Europe

JOB DESCRIPTION

JOB TITLE:	Project Officer (one full time or two part time positions)
SALARY:	€2.900 to €4.000 per month, depending on experience
WORKING TIME:	Between 40% and 100%. We are open to one full time Project Officer or two part time Project Officers with complementary skills.
CONTRACT:	One year contract, with the possibility of extension depending on available funding
BASED AT:	The EUD office in Brussels, Belgium, or remote from an EU Member State. You must already have the right to work in the EU. We are unable to sponsor visas.

ABOUT EUD AND OUR PROJECT TEAM

The European Union of the Deaf (EUD) represents national associations of deaf people in 31 countries. Our small project team works remotely across the EU and runs a portfolio of EU-funded projects under Horizon Europe, Erasmus+ and CERV. Current projects cover topics such as AI and sign language technology, accessible virtual environments, deaf education, inclusive employment and sign language in higher education. In every project, we make sure deaf people and their sign languages shape the work from the start.

ABOUT THE ROLE

We are looking for people who can strengthen this team. The work is broad, and we don't expect one person to be strong at all of it. Some candidates will bring solid experience of running EU-funded projects. Others will bring deep roots in the deaf community and sign language, or strong skills in communication and design. All of these are valuable to us.

Tell us where you are strongest. We will match responsibilities and projects to the skills of the person or people we appoint, and support you to grow in the areas that are new to you. If we find two strong candidates with complementary profiles, we may appoint both on part time contracts.

WHAT THE WORK CAN INCLUDE

The work is varied. Depending on your skills and experience, your role could include:

- Coordinating project activities and deliverables with partners across Europe
- Monitoring budgets, timesheets and spending in line with EUD procedures and funder rules
- Drafting progress reports, final reports and other project documentation

- Contributing to new proposals by drafting sections, gathering partner input and checking eligibility
- Bringing the perspective of deaf sign language users into project design, testing and evaluation
- Involving deaf participants, national associations and experts in project activities
- Making sure meetings, events and outputs are accessible, including sign language interpretation and International Sign content
- Planning and delivering project communication, including websites, newsletters and social media
- Creating accessible content in International Sign and written formats, such as videos, graphics and short articles
- Designing project materials such as reports, presentations, posters and visual identities
- Sharing project results with EUD members and networks through presentations, workshops and training
- Contributing to EUD's advocacy and policy work where projects connect with it
- Organising and taking part in project meetings and events, with occasional travel within Europe

The EUD office is a signing environment. We particularly welcome applications from deaf sign language users, and from candidates of all backgrounds and lived experiences.

WHO WE ARE LOOKING FOR

Essential for everyone

- Commitment to the rights of deaf people and a human rights approach to sign languages
- Clear written English
- Ability to organise your own work and manage tasks across several projects at once
- Comfortable working in a small, remote, multicultural team using digital tools
- Willingness to travel occasionally within Europe
- Willingness to learn International Sign if you don't use it yet

Experience or skills in one or more of the following

- Coordinating projects, ideally EU-funded (CERV, Erasmus+, Horizon Europe or similar)
- Project budgets, financial reporting or funder compliance
- Writing grant proposals or project reports
- Deaf culture, deaf communities and sign languages, including through lived experience
- A national sign language or International Sign
- Working with or for deaf organisations, or organising accessible events, training or user involvement
- Communication, social media or media production
- Design, for example with Canva, Adobe tools or similar software
- Creating accessible content, including sign language video

Also welcome

- Knowledge of sign language technology, AI or accessibility standards
- Experience in an NGO or civil society organisation
- Experience organising events, analysing results or explaining complex ideas to different audiences

HOW TO APPLY

Send the following to Frankie Picron, Executive Director, at frankie.picron@eud.eu:

- Your CV
- Your answers to the three questions below, either in writing (one page maximum) or as a signed video in International Sign (five minutes maximum)
- Your preferred working time, between 40% and 100% (part time to full time)

The three questions

1. Which parts of the work described above best match your strengths, and what would you take on first?
2. Describe a project you helped deliver. What was your role, and what did you learn?
3. What experience do you have of deaf communities, sign languages or accessibility, and what would you like to learn?

The interview will be held in International Sign. Please tell us if you need any adjustments for the interview, such as sign language interpretation from/into spoken English.

Closing date: 12:00 noon Brussels time on 7 November 2026.
Interviews within two weeks after the deadline

EUD EQUAL OPPORTUNITIES STATEMENT

The European Union of the Deaf (EUD) is an equal opportunities organisation. It is committed to promoting equal opportunities and preventing discrimination. This policy applies to both the EUD's policy, information functions and its own employment practices.

The EUD recognises that the equal opportunities policy will require regular monitoring and review.

It is committed to opposing direct and indirect discrimination on the grounds of deafness, disability, ethnicity or national origin, colour, race, creed, gender, marital status, domestic circumstances, age, HIV status or sexual orientation or on any other grounds. The EUD recognises there are groups in society who are disadvantaged through discrimination and will work to redress any inequality in its own operations and employment practices.

This policy recognises and incorporates best practice relating to equal opportunities. Nothing in this policy is intended to prevent the EUD from following best professional practice in recruiting the person most suitable for the job.

The EUD requires its employees, interns and volunteers to comply with this policy.

The EUD will take positive action as necessary, as a policy development and information-providing body and an employer, to uphold this policy.

The EUD recognises the need to develop procedures to support the implementation of this policy, for instance a training programme, reasonable accommodation and a system of monitoring. These procedures will be incorporated into this policy as it develops.

Programme of Action / Implementation

The EUD will ensure:

1. that all job descriptions are drawn up in accordance with the equal opportunities policy.
2. that members of selection panels are committed to equal opportunities and that they consider applicants only on the criteria specified in the job description.
3. that no employee receives less favourable treatment than any other.
4. that employees from underrepresented groups are given training and support and reasonable accommodation.