

***Insurance Europe** is the European insurance and reinsurance federation. Through its 39 member bodies — the national insurance associations — it represents insurance and reinsurance undertakings active in Europe and advocates for policies and conditions that support the sector in delivering value to individuals, businesses, and the broader economy.*

*Insurance Europe is an equal opportunity employer. We respect and seek to empower each individual and support the diverse cultures, perspectives, skills, and experiences within our workforce. Applications from disabled candidates are encouraged.*

**Insurance Europe is looking for a highly motivated International Affairs Policy Advisor to join our international team in Brussels**

As member of Insurance Europe's international affairs and reinsurance team, you will support the work of the Global Federation of Insurance Associations (GFIA). You will be responsible for preparing meetings and high-level events. You will also coordinate the discussions of a range of working groups, and will contribute to developing advocacy papers. You will support the coordination and work closely with dedicated industry bodies such as the IAIS.

You will work cross-functionally, interacting with members, technical working groups, and colleagues in other departments to build consensus, shape positions, and promote the insurance industry's voice at global level. This role offers a unique chance to make a significant impact on the global (re)insurance sector while advancing your career in a supportive and collaborative environment. If you are passionate about policy making and regulatory issues, this is the perfect opportunity for you to thrive and grow.

**Your responsibilities will include:**

- **Policy Monitoring and research:** Keep a close eye on regulatory changes related to the insurance industry's policy landscape, flag emerging issues for advocacy engagement and provide intelligence to shape the association's public affairs strategies.
- **Member Engagement:** build strong relationships with member associations, gather feedback and develop consensus on key files.
- **Policy Communication:** draft persuasive communications including policy briefings and ensure strategic messaging.
- **Support meetings and high-level events:** facilitate meetings (working groups, committees and executive/statutory meetings) and ensure alignment across departments, coordinate next steps.
- **Advocacy & Representation:** develop relationships with policy makers/industry representatives, represent GFIA at external events and advocate on members' agreed policy messages.

**Profile**

**Essential:**

- Master's degree in Law, Political Science, or related field.
- Experience in financial services or insurance. Excellent understanding of policy-making processes and institutional landscape.
- Team player with a "can-do" attitude
- Very good analytical skills and proven ability to synthesise feedback.
- Excellent organisational skills, ability to plan and meet deadlines, capacity to identify key issues and prioritise.

- Strong interpersonal skills in dealing with a wide range of individuals and building good networks of contacts;
- Strong oral and written communication skills, with ability to tailor messages to different audiences and to speak in public.

**Desirable:**

Experience of one or more of the following is an asset:

- Background in insurance or broader financial services.
- Building consensus views amongst stakeholders.
- Familiarity with strategic messaging, stakeholder mapping, and event engagement.

**What we offer**

Joining Insurance Europe as policy advisor offers numerous opportunities for professional growth. You will join a stimulating international environment, participating in projects that will shape the future of the global insurance sector, attending inspiring events with thought leaders and high-profile stakeholders. This role provides a platform to develop your skills, build key relationships, and make a significant impact on policy developments.

We offer comprehensive benefits such as the following:

- A group and health insurance package that includes additional pension and life insurance entitlements as well as a full health plan including dental coverage.
- Benefit from allowances that support working from home
- A working from home policy and remote work policy allowing for up to three days of home office depending on professional commitments and legal requirements
- At Insurance Europe, we understand the importance of work-life balance. That's why we offer a generous holiday package of 33 days of holiday.
- A structured approach to learning and development with a broad range of training opportunities
- Supportive environment: work in a collaborative and supportive environment that values diversity and empowers staff to reach their full potential.

**Contact**

Please address your application letter and CV to Insurance Europe, Rue du Champs de Mars 23, 1050 Brussels, for the attention of **Koen Ameye** (e-mail: [hr@insuranceeurope.eu](mailto:hr@insuranceeurope.eu)).