

# Vacancies

**The Permanent Representation of Denmark to the European Union is looking for academic staff for the Danish EU Presidency (local staff).**

Would you like to be part of the Danish EU Presidency in the second half of 2025? And do you have interest in working with the European Parliament and other EU institutions?

The Permanent Representation is looking for a locally employed academic staff member to join the Representation's "EP Team" for the Danish EU Presidency. The position will be temporary from January 2025 to 31 January 2026.

The EP team is responsible for various institutional questions and relations to the European Parliament. As part of the team during the Presidency, you will get a unique opportunity to experience the engine of the EU and to work in depth with important issues on the European political agenda.

Tasks will be wide-ranging and primarily include contact with Members and staff of the European Parliament, planning and organising ministerial visits to the European Parliament, negotiations in the Council, and reporting to relevant ministries on a wide range of issues related to the European Parliament and institutional affairs. Depending on your experience, there may also be tasks related to trilogue negotiations with the European Parliament, when Denmark takes over the Presidency of the Council.

You will carry out your work in close cooperation with colleagues in the EP team and at the Permanent Representation, as well as connections in the EU institutions, and with the ministries in Copenhagen.

You should be willing to take responsibility, be outgoing, flexible, and a good "team player". You should be able to prioritise and accomplish tasks with a high degree of quality, while working independently and meeting set deadlines.

We value good networking, collaboration, and communication skills. Prior knowledge of the Danish central administration and/or practical EU experience, namely from the European Parliament, would be an advantage but it is not a requirement. The working languages are Danish and English, while knowledge of French is an advantage but not a requirement.

**Contact:**

If you have any questions about the position, you are welcome to contact Counsellor Clara Cilius Rødgaard on tel. +32 490 66 42 97 or email [clarod@um.dk](mailto:clarod@um.dk).

**Conditions of employment:**

Recruitment will take place under local conditions. Salary is agreed according to the qualifications and experience of the candidate. The position is a full-time position. If you have any questions about the terms and conditions of employment, you are welcome to contact Head of Administration Allan Stagaard Toft on tel. +32 496 26 70 27 or e-mail [alltof@um.dk](mailto:alltof@um.dk).

**Application and recruitment process:**

One-page letter of motivation, accompanied by CV and references, should be sent electronically in a single PDF file to: [brurepjob@um.dk](mailto:brurepjob@um.dk). Please fill in the subject field: "Academic staff for the Danish EU Presidency (EP team)". The final distribution of tasks will be decided after recruitment.

**Deadline for applications:**

Deadline for applications: 1 December 2024. Interviews are expected to be held immediately after the deadline expires in weeks 49-50.

*ABOUT US: THE PERMANENT REPRESENTATION ARE UNDER THE MINISTRY OF FOREIGN AFFAIRS IN DENMARK AND IS PART OF THE NETWORK OF DANISH REPRESENTATIONS ABROAD. THE PERMANENT REPRESENTATION PROMOTES DANISH INTERESTS IN THE EU AND - SINCE THE EU CONCERNS MANY DIFFERENT POLICY AREAS - HAVE STAFF FROM ALL DANISH MINISTERIES. WE ARE, AT THE SAME TIME, DENMARK'S LARGEST REPRESENTATION ABROAD. READ FURTHER ON [UM.DK](http://UM.DK) AND [EU.UM.DK](http://EU.UM.DK).*

*THE PERMANENT REPRESENTATION REGARDS DIVERSITY AS AN ASSET AND SEEKS TO EMPLOY STAFF FROM DIFFERENT BACKGROUNDS. WE THEREFORE ENCOURAGE ALL QUALIFIED CANDIDATES, REGARDLESS OF PERSONAL BACKGROUND, TO APPLY FOR THE POSITION.*

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