



Rethinking Security Programme Officer Part-time (80% / 4 days a week)

WHO WE ARE

The [Quaker Council for European Affairs \(QCEA\)](#) brings a vision of peace, justice and equality to Europe and its institutions. We advocate for a new approach to security, focusing on nonviolent approaches to conflict. We promote policies that recognise the intrinsic equality of all people everywhere and reduce fear of the 'other'. In addition to our staff team in Brussels, QCEA is governed and supported by Quaker communities from across Europe. Our new strategy in 2026 will focus on three pillars:

- Address the Intersections of Climate, Migration, and Peace
- Speaking Truth to Power in a Crisis of Democracy
- Rethinking Security in Europe

The Quaker peace testimony underpins all our work and our areas of work are connected, particularly with regards to their root causes in cultural and structural violence and economic and racial injustice. QCEA therefore prioritises working collaboratively as a team, actively seeking synergies both within our work and with the work of others.

QCEA believes that transformative change is needed if we are to address the challenges of our times. This is only possible if people across political, social and geographic divides can listen and understand each other and seek common ground. We build on our experience of quiet diplomacy and creating safe spaces for sensitive conversations, convening and facilitating dialogues on contentious and crucial issues between people with differing views and experiences, enabling them to deeply listen to each other and together consider ways forward.

RETHINKING SECURITY IN EUROPE PROGRAMME

The invasion of Ukraine and changing security perceptions have emboldened the arms industry and weaponised fear. With rising militarisation across Europe, the security discourse needs to be steered toward one that addresses root causes of conflict and promotes just solutions working towards sustainable civil security. In several European countries, civil society networks of academics and activists are advancing visions of security that are based on proactively building peace, and promoting human dignity and cooperation; in tangible geopolitical terms. These national level civil security initiatives are called “Rethinking Security”.

Reporting to the Director, the Rethinking Security Programme Officer will be a member of our small team based at Quaker House in Brussels. The position will focus on building our relationships with relevant civil society and institutional stakeholders in Brussels, and coordinating QCEA efforts with a network of national Rethinking Security initiatives.

ROLE RESPONSIBILITIES

Networking and Coalition Building (~35%)

- Build relationships with national Rethinking Security initiatives across Europe, and identify opportunities for them to engage with regional institutions
- Represent QCEA with civil society networks engaged in security and peace at the European level

- Maintain relationships with those working in other Quaker bodies on similar issues (Quaker Peace and Social Witness, Quaker United Nations Office, etc.)
- Represent QCEA at civil society and government events
- Strengthen collaboration with networks through contributions to joint statements, submissions and other activities, promoting Quaker values within these spaces

Knowledge Management (~30%)

- Maintain policy watches on security-related developments in the EU and other relevant institutions through the lens of Quaker values
- Produce written materials for QCEA and partner organisations
- Support the Communications Officer in developing and designing communications that further QCEA's strategic objectives and keep our supporters informed about our work.

Policy Engagement (~20%)

- Build and maintain relationships with relevant policy actors in the EU, and possibly other institutions (OSCE, Council of Europe, NATO)
- Organize closed dialogues and public events to promote and develop Rethinking Security in Europe, including preparation, event management and follow-up, with support from relevant QCEA staff and volunteers

Programme planning and global QCEA activities (~15%)

- Under the supervision of the QCEA Director, plan regular activities (events, publications, participation in coalitions) to implement QCEA's Rethinking Security programme strategy
- Document and share information and learning with the rest of the team, actively seeking synergy and opportunities to work together
- Participate in dialogues for transformation and other events taking place at Quaker House, while respecting the confidentiality of these processes
- Contribute to global QCEA programme planning, strategic development and administrative tasks as needed

PERSON SPECIFICATION

QCEA is an Equal Opportunity employer and we encourage applications from people with a wide range of backgrounds.

While this is the profile we are looking, if you don't fit all the criteria, yet feel that this job is the right match for you, we encourage you to apply.

1. Experience (Local, National or International)

- Paid or voluntary experience of working on peace and security, e.g. with social movements, grassroots organisations, or within nongovernmental organisations or public administrations
- Experience working to change policy around issues linked to militarisation and/or peace
- Experience in organising in person and online events, while taking into consideration inclusion and accessibility

2. Knowledge and Skills

- Knowledge of the EU institutions, how they work and how to influence them
- Familiarity with European politics around security from a local, national and/or international perspective

- Familiarity with civil society organisations working on security issues at the EU, Council of Europe, OSCE and/or NATO
- Hosting and/or facilitation skills
- Advanced English (C1 equivalent) with proficiency in languages other than English an asset

3. Personal Qualities

- Demonstrated commitment to issues of peace, equality and justice either through formal training (e.g. a degree in any relevant subject) or through participation in voluntary initiatives
- Integrity and commitment to having an impact and creating change through your work
- Ability to embrace difference, work professionally and engage respectfully with people with different views and lived experience
- Understanding of and sympathy with Quaker values
- Good relationship-building and collaboration skills, with a talent for connecting people and ideas
- Ability to take a 'collective problem-solving' approach to challenges that might arise in the course of the work or within the team
- Discretion and respect for confidentiality
- Ability to work in a small team and within the financial constraints of a nongovernmental organisation
- Willingness to work with due care for environmental sustainability, to take responsibility for your own administration, and to work cooperatively and flexibly to support the goals of the organisation

TERMS AND SALARY

QCEA is located at Quaker House, Square Ambiorix, Brussels. This is an 80% part-time, one-year fixed term position with the possibility of extension and becoming full-time, subject to funding. For this post QCEA is able to offer a salary of approximately €2,600 gross per month (€3,250 pro rata). QCEA offers additional net benefits including meal vouchers and travel costs in some circumstances. Full-time QCEA staff receive 25 days holiday per year.

Fulfilling work and a healthy work-life balance for staff and volunteers is at the centre of delivering QCEA's vision of peace, justice and equality. Working hours are 9:00 to 18:00, but staff are encouraged to fit non-fixed working times around family and other commitments. For this position it could be possible to work up to 60% of the time remotely.

Due to legal and administrative constraints, candidates must already have the permanent right to work in the EU.

APPLICATION PROCESS

We invite candidates to submit a CV (max. 2 pages) and a letter of motivation (max. 1 page) to [info\[at\]qcea.org](mailto:info[at]qcea.org) with the subject line 'RS Programme Officer' before Friday, 6 March 2026. We encourage applicants to cover all the points in the person specification in their CV and/or letter of motivation.

SELECTION PROCESS

Applications will be acknowledged on receipt. Shortlisting will be completed by 13 March. If you have not heard from QCEA by then, you can assume that you have not been shortlisted.

Interviews will be conducted in March, with the position ideally starting as soon as possible. The selected candidate will need to provide professional references prior to a formal job offer.

All interviewed candidates are informed of the outcome of their interview and can request feedback.

N.B. Dates may need to be changed and we will do our best to be flexible so we can interview all shortlisted candidates.