

[en](#)

Job | 11.02.2026

Czech Press Assistant (PG)

Temporary Agent (Grade AST 5)

The Press Assistants fulfil a supranational function within the Greens/EFA Group Secretariat, and assist Greens/EFA Members of the European Parliament in carrying out their duties, particularly as regards information and communication activities.

Tasks to be performed:

- Being responsible for the Czech speaking sector of the press service of the Greens/EFA group. Being responsible for the relations with journalists in Brussels and also with media in the member states;
- Contribute to the communication strategy of the Greens/EFA group, especially on press and media work. Contributes to the press strategy for the Presidents of the group;
- Drafting and translation of press releases, quotes and other press material;
- Cover political developments, and finding opportunities for press communications and outreach;
- Compile updates for journalists on the latest parliamentary activities and priorities of the Greens/EFA Group;
- Advise MEPs on press work;
- Coordinate the press work with national delegations and Greens/EFA MEPs' offices;
- Coordinate press work with national delegations and MEP offices;
- Brief the media on the group's positions and statements; organising and chairing press conferences, press breakfasts and other formats
- Contribute to strategies to launch group products such as reports and studies to find the best way to get media coverage;
- Contribute to the long term planning of the communication department.

Requirements:

- Qualifications and professional experience as laid down in heading III. B. 1;
- Knowledge of languages as set out in heading III. B. 2;
- A very good knowledge of the press landscape reporting on European Union issues;

- Experience of drafting press releases in Czech;
- Good knowledge of the functioning of the European Union and of the European Parliament;
- Excellent writing skills, analysis skills and a proven record of strategic planning;
- Excellent communication skills, ability to problem-solve, with an emphasis on creativity and brainstorming new ideas.

Assets

- Educational background in line with the function;
- Understanding the media and press landscape at EU level;
- Experience in dealing with media in Brussels;
- Knowledge of Green/EFA positions, values, political orientation and presentation;
- Knowledge of the media/press landscape in Eastern Europe;
- Experience in a political environment and multicultural workplace;
- Work experience in journalism, press agencies, or press communications.

Equal opportunities

The Greens/EFA group is dedicated to providing equal employment opportunities, fostering diversity, and creating an inclusive, discrimination free and harassment free work environment. Therefore, we actively work on minimising the influence of our biases in our recruitment procedures, in particular related to but not limited to, ethnicity, national origin, race, age, gender identity and expression, sexual orientation, domestic circumstances, physical appearance, disability status, socioeconomic background and atypical careers.

In case of equal appreciation on competence and suitability for the position, preference will be given to applicants from under-represented groups.

Place of employment

Brussels (Belgium). Occasional travel outside the place of work might be required, in particular several days per month to Strasbourg during the plenary session and to other Member States for short trips.

Availability of the post

The post will be available as from May 2026.

Recommendations

Before filling in the application form, please read the recruitment notice carefully. It provides precise information on the conditions for admission, and the selection procedure.

Closing date for applications

The closing date for applications is **25 February 2026 at 23:59 GMT +1**.

- [DOWNLOAD THE FULL NOTICE OF RECRUITMENT HERE](#)
- [DOWNLOAD THE APPLICATION FORM HERE](#)

Recommended

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video camera / CC0 vanilla-bear-films



[Videographer - Audiovisual-multimedia technician \(PG\)](#)

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06.02.2026

Contact person



Alexandra Quaresma

Human Resources Officer



Guillaume Sellier

Deputy Secretary General

Attached documents

[CZ Press Assistant \(AST 5\)](#)

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