



The AIBI or the “*Association Internationale de la Boulangerie Industrielle*” is an International Federation of Plant Bakeries existing more than 54 years. It represents 15 country federations within Europe, including Central Europe.

The AIBI is searching for a new, part-time:

Secretary General

Main responsibilities and tasks

- Operational management of the AIBI-Federation, directly reporting to the President and Presidium of the AIBI
- Attendance, representation as well as presenting at Congresses and international Summits
- Investigation and creation of new memberships across Europe and maintaining good relationships with all Federation members and companies
- Organization and preparation of the Presidium meetings (2/year) as well as the bi-annual AIBI congress in one of the European countries
- Regular updates to all member federations of the European Bakery sectors (industrial news, market data, development and application of food law, social and legal matters, free movement of bakery wares, etc...)
- Regular contacts with all stakeholders and institutions, mainly situated in Brussels (CIAA, EU-commission, governmental institutions, ...) - defending the interests of the European bakery industry
- Preparation and reporting of/on these meetings (AIBI, CIAA, ad-hoc working groups,...)

Candidates Profile

- Open personality with strong social, communication and networking skills optimizing the contacts among AIBI members and other stakeholders
- Strong presentation skills
- Experience/ knowledge in national- or preferable EU-regulations.
- Excellent debating and lobbying qualities
- Law university degree preferable . An equivalent through experience is acceptable
- Fluent English (written and spoken) – knowledge of other European languages is a strong asset
- Good administrative skill (Word , Excell, ..) as well as decent time management
- Prepared to work in Brussels on a flexible part-time schedule and to travel for short periods within Europe

We offer a Brussels-based part-time position with the possibility of a work contract or management contract according to Belgian Law

Ideal starting date: January 2011

Procedure for application: Please send your CV and motivational letter by email to k.wagemans@fgbb.be using the following subject line: Application for AIBI + name, surname.