



European Committee
of the Regions

Human Resources and Finance

CALL FOR EXPRESSION OF INTEREST

Contract staff member working as a conference technician

Reference number: COR/CA/FGII/05/26

Directorate	Directorate A Members, Plenaries, Strategy
Unit	Bureau, plenary and central meeting service
Sector	Central Meeting Services
Type of position	Contract staff FGII
Period	2 years, starting from 1 st April 2026
Application	Online application form Please note: the successful completion of EPSO CAST FGII is required
Date of publication	29/01/2026
Deadline	9/02/2026 at noon (Brussels time)

1. Your job and responsibilities

Interested in working as a conference technician? Like to help your colleagues ensure the smooth organisation of CoR meetings?

As a conference technician in the unit A2, you are responsible for maintenance and upgrade of conference and interpretation equipment and integration of new cloud-based technologies for interpretation.

You are also responsible for contributing to new projects for integration new technologies into the CoR systems, including IA based solutions.

You are part of the dynamic team of the conference technicians, which consists of 5 colleagues.

2. Who are we? What are the challenges for us ahead?

Our Unit A2 for Plenary, Bureau and Central Meeting Service has a staff of 29 colleagues and is part of the Directorate A for Strategy, Plenary and Service to members. It is divided into two teams/sectors. One is the Registry and the other one is the Central Meeting Services with the following teams:

- Conference technicians
- Meeting ushers
- Coordination team

Our field? Conference technicians

Our main achievements: To constantly maintain a high standard of technology for our meeting rooms.

Our challenges ahead: To further renovate our meeting rooms and to implement new technologies in meeting rooms and for external CoR meetings, such as remote interpretation technologies and the integration of IA.

3. Are you the talent we are looking for?

3.1 GENERAL ABILITIES AND CAPACITIES REQUIRED

- Think with a critical spirit, analyse and solve problems pragmatically.
- Assess critically credibility and reliability of sources, data and information and use relevant digital tools to carry out the duties.
- Organise own work, demonstrate responsibility, identify priorities, take appropriate decisions and deliver results.
- Adapt to an evolving working environment, demonstrate commitment and adopt constructive attitude at all times. Remain effective and flexible even during period of heavy activity.
- Take initiative to achieve individual and shared objectives, demonstrate ownership and work autonomously.
- Learn and professionally develop to continuously enhance job performance and knowledge of the organisation and working environment.
- Work together with others in a constructive way by contributing to diverse and inclusive working environment. Demonstrate respect and courtesy at all times.
- Convey information and relevant opinions clearly and concisely both orally and in writing, facilitate interaction and engage effectively with others. Treat confidential or sensitive information accordingly.

3.2 JOB-SPECIFIC REQUIREMENTS

- You have successfully passed the EPSO CAST FGII.
- You have experience either as an **audiovisual/conference technician or in a relevant IT domain** (networking, system administration, programming, or other technical fields), and

you are motivated to work in professional meeting-room environments and support conference technologies.

- You are willing and able to learn the operation, configuration and maintenance of conference and interpretation equipment (audio, video, digital microphone systems and control interfaces), and you are motivated to apply your technical skills in this environment.
- You are comfortable working within established technical procedures and are able to provide on-site technical support during meetings, including diagnosing and resolving issues quickly when they arise.
- **Reinforced IT skills (complementary to the audiovisual profile)**
- You have practical experience in at least one relevant IT domain, such as:
 - network administration (LAN configuration, VLANs, routing, network monitoring, network security),
 - programming or scripting (e.g. PowerShell, SH/Bash, Python),
 - systems integration involving both hardware and software,
 - cloud-based technologies related to audio/video processing or remote interpretation.
- You are comfortable interacting with APIs, connected AV devices, or IT-controlled systems, and you are able to automate basic tasks or perform structured diagnostics when required.
- You are genuinely interested in emerging AV technologies, including the integration of cloud solutions and the development of AI-based tools in the field of conference technology.
- **Languages and other requirements**
- You have an excellent command of one official EU language and a satisfactory knowledge of another. For functional reasons, a **high level of English** is required, and a **good level of French** is desirable.
- Previous experience within EU institutions is considered an asset.
- You meet the eligibility criteria laid down in Article 82(3) of the Conditions of Employment of Other Servants.

Please note that candidates must meet the eligibility criteria specified in [art. 82\(3\) of the Conditions of Employment of Other Servants](#).

4. What we offer

- A European institution on a human scale at the heart of the European quarter and easily accessible.
- Flexible working hours and teleworking opportunities subject to the needs of the service.
- An active talent management policy focusing on continuous development and training and a policy to encourage internal mobility.
- A friendly and dynamic working environment in which self-motivation, initiative and team spirit are valued.
- An institution that promotes equal opportunities, diversity and non-discrimination to help nurture a respectful and inclusive working environment and that is actively engaged in the

consultation process prior to the adoption of EU legislation. Our dedication to inclusivity is also reflected in our efforts to enhance the accessibility of our vacancy notices, including the layout of the current vacancy and its annex (left alignment, increased spacing and font size etc.). By improving their readability, we strive to make these documents accessible to all, including individuals with disabilities.

- An EMAS-certified institution that is continuously looking to improve its environmental performance.

5. Are you interested in this challenge?

If you have the skills we are looking for and think you fit the profile above, please apply using the [online application form](#) before 9 February 2026 at noon.

Please note:

- the successful completion of [EPSO CAST FGII](#) is required to be eligible for this selection procedure;
- only candidates selected by the selection panel for an interview will be contacted. If you have not been contacted within six weeks following the application deadline of the vacancy notice, please consider your application unsuccessful.

The [European Committee of the Regions](#) (CoR) is the political assembly which allows the views of regional and local authorities to be heard when European Union policies are being devised and legislation drafted. It is an advisory body which was created in 1994. Its consultative role allows its 329 members, and through them the regional and local authorities they represent, to take part in the EU decision-making process.