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Announcement for the position of Director for European Grouping of Territorial Cooperation Limited Euroregion Baltic

Get employed in an international environment focusing on regional development and cooperation within the Baltic Sea Region!

Are you ready to lead a team of experts driving the development and integration of local communities in the Baltic Sea region? Become the next Director of the European Grouping of Territorial Cooperation Limited Euroregion Baltic (EGTC) and make a real impact. This is your opportunity to shape cross-border cooperation and regional growth.

Job Vacancy: Director of the European Grouping of Territorial Cooperation (EGTC) – Euroregion Baltic

- **Location:** Olsztyn, Warmińsko-Mazurskie Voivodeship, Poland (with flexible office and work location). The position comes with opportunities to travel domestically and internationally as well as flexible working hours and possibility of remote work.
- **Type of contract:** full-time employment (employment contract): 6-month probationary period with the possibility of extension for a permanent contract.
- **Working language:** Fluency in English is required for this position. Knowledge of additional languages is an advantage.

Director's responsibilities

The ERB Director is the executive body of the Grouping (EGTC). He/she is responsible for the day-to-day management of the Grouping, including:

- Overseeing the implementation of the Grouping's strategic goals and initiatives.
- Communicating Grouping's strategic goals and initiatives, both internally to all EGTC members and externally to local, regional, national and EU authorities.
- Facilitates communication and coordination between the EGTC's General Assembly and other organs, such as Youth Council and task forces.
- Liaising with EU institutions, local, regional and national authorities, as well as other relevant institutions.
- Preparing and organising meetings for the General Assembly, Youth Council and Supervisory Committee. Documenting decisions, resolutions, and ensuring follow up actions are carried out.
- Managing the work of the EGTC Secretariat and acting as the employer to its staff.
- Managing budgets, financial reports, and ensuring compliance with applicable regulations. Overseeing contracts, agreements, and other legal obligations.

Job requirements

The candidate for the position of Director of the EGTC should meet the following criteria:

- **Education:** University degree or equivalent.
- **Professional experience and stakeholder cooperation:** At least 5 years of relevant experience, preferably in roles involving cooperation with multiple stakeholders at local, regional, and international levels. Candidates should demonstrate familiarity with international relations, particularly in the Baltic Sea Region, as well as experience in project management and EU funding.
- **Knowledge of languages:** Fluency is required both in spoken and written English which is the EGTC's working language. Knowledge of other languages spoken in the Baltic Sea Region (e.g. Polish and/or Danish, Swedish) is an advantage.

- **Knowledge of EU regional policy**, programmes, projects, and funds is required, particularly in the context of sustainable development and cross-border cooperation.
- **Experience in team management** positions will be an asset.
- **Experience in the implementation** of projects financed by the European Union will be an advantage.

Preferred skills:

- Flexibility and ability to work in a dynamic environment.
- Ability to negotiate and work in an international team.
- Complementary assets: Experience in managing EU- funded projects, ability to deal with stressful situations and ability to think creatively, analytically and strategically.

Required application documents

- Cover letter in English.
- CV in English, including full professional history, educational background and language skills.
- Scans of documents confirming qualifications (e.g. diplomas, certificates).

Application deadline

Please submit your applications by 4 May 2026, no later than 4:00 PM:

- by email to: euwt@stawiguda.pl
- by post to the following address: Urząd Gminy Stawiguda
ul. Olsztyńska 10
11-034 Stawiguda
Poland

with the note:

“Recruitment for the position of Director of the EGTC Euroregion Baltic”

(the date of receipt of the application by the Municipal Office shall be decisive)

Job offers of candidates/candidates submitted after the deadline or in a different manner than specified in the announcement will not be considered.

Applicants for employment have the right to access and correct their data provided voluntarily.

We kindly inform you that only selected candidates will be contacted.

To the application documents please add the following clause: *I agree to the processing of my data by the European Grouping of Territorial Cooperation limited Euroregion Baltic to recruit for the position I am applying for.*