



VACANCY ANNOUNCEMENT

The Embassy of Denmark is hiring

Position: Political and Public Diplomacy Advisor
Type of employment: Full time (40 hours)
Starting date: 15 May 2025 or soonest thereafter
Location: Embassy of Denmark, T. Kosciuskos St. 36, Vilnius

Deadline for application: Tuesday 8 April 2025 at 12.00

Are you interested in politics and public diplomacy, and would you like to get experience with diplomatic work in the complex and challenging international environment that characterises the world of today? Then you might be our new colleague. The Danish Embassy in Vilnius is looking for a Political and Public Diplomacy Advisor.

The Embassy of Denmark in Vilnius offers a dynamic working environment where you will get insight into the many and varied tasks of the Danish foreign service and diplomacy in general.

A core task of the Embassy is monitoring and reporting about the political and socio-economic developments in Lithuania. This includes relations with the EU, NATO and the Nordic-Baltic countries. Denmark and Lithuania are close allies and are cooperating on a broad variety of issues, including i.a. defence, green development, trade, and cultural exchange. As a Political and Public Diplomacy Advisor, you will work with these topics at the bilateral, regional and multilateral level. The Danish EU presidency 1 July – 31 December 2025 is an overriding priority for the Embassy and will therefore influence your daily work.

You will monitor the local political developments and brief the Ambassador and Deputy Head of Mission. You will do research and write analyses on political processes and policies.

You will also be responsible for the Embassy's social media presence and contribute in depth to our public diplomacy in general. That includes cultural outreach, organization of conferences, media and press, and preparation of speeches and briefings. You will also assist with organising high-level visits to and from Denmark.

The Embassy is a small representation where we work closely together. You will join this flexible teamwork, where the Deputy Head of Mission will be your immediate colleague of reference.

The most important is that you possess skills in either politics or public diplomacy, are a fast learner with an appetite for diverse tasks, and that you are a good fit for the embassy as such. The position will to a certain extent be tailored to the chosen candidate.

Required qualifications:

- University degree in political science, economics, law, journalism/media, communication or other relevant field.
- Strong research, analytical and writing skills.



- Fluency in English is a requirement. Fluency in written and spoken Lithuanian will be a strong advantage. Danish language skills would be considered an asset but is not a requirement.
- Strong communicational skills and interest in public diplomacy.
- Knowledge of Denmark and the Baltic region would be an advantage.

Required personal qualities:

- You are good teamworker with the ability to work in an independent and structured way.
- You show initiative and are flexible.
- You can build, develop and enhance networks.
- You manage your time efficiently and respond to changing priorities and tight deadlines.

Salary and contract:

- Employment contract will be based on the Lithuanian Labour Law and Embassy Staff Rules, which are also in line with the Danish Labour Code.
- Salary according to qualifications and in accordance with the Embassy salary policy. The base salary is €2700 pr. month (40 hour work week).

Employment terms are in accordance with the Embassy Staff Rules. We offer flexible working hours, 25 working days of paid holiday, extra private health insurance and 24/7 coverage by the Danish MFA's Collective Private Accident Insurance.

The Embassy embraces equal opportunities for all and therefore welcomes applications from all qualified persons.

Further information and application:

You can read more about the Danish Embassy in Vilnius on our [website](#) or [Facebook](#) profile. For additional information on the vacancy, you are welcome to contact Deputy Head of Mission Magnus Hjortdal (phone no +370 5 264 8768 or e-mail maghjo@um.dk).

Please submit your application, CV and possibly letters of reference in English before Tuesday 8 April 2025 at 12.00 to Embassy email: vnoamb@um.dk with subject title "Political and PD Advisor". Selected candidates will be invited for an interview shortly after the deadline. The chosen candidate must present a "No Criminal Record" certificate and pass security clearance by the Danish authorities prior to the start of employment.

Embassy of Denmark
T. Kosciuskos St. 36, 01100 Vilnius, Lithuania