Cosmetics Europe
the personal care association

ISSUE MANAGER – INGREDIENTS DEFENCE

About Cosmetics Europe

Cosmetics Europe is the European trade association representing the cosmetics and personal care industry. Based in Brussels, we work with our members and stakeholders on scientific, regulatory and policy matters affecting the sector.
We are looking for an **Issue Manager to join our Ingredients Defence Department**, working at the intersection of science, regulation and stakeholder engagement.

Position Overview

Reporting to the Director of the Ingredients Department, the Issue Manager will work closely with the Ingredients Project Managers and other colleagues across Cosmetics Europe.
The role involves managing ingredient-related issues, coordinating industry working groups and consortia, contributing to scientific and regulatory activities, and supporting ingredient defence strategies.

Main Responsibilities

The Issue Manager will:

- Manage ingredient-related issues, considering **scientific, regulatory, reputational, communication and legal aspects**;
- Contribute to the development and implementation of **ingredient defence strategies**;
- Coordinate and support industry working groups and projects in close collaboration with Project Managers, the Director of Department and relevant colleagues;
- Manage the day-to-day activities of **Cosmetics Europe working groups and industry consortia**;
- Act as an interface between consortia and working groups and the Cosmetics Europe management structure, ensuring alignment with the association's policies, positions and values;
- Contribute to the preparation of **scientific and regulatory dossiers** supporting the safe use of cosmetic ingredients;
- Facilitate collaboration and build consensus among companies and other stakeholders;
- Prepare for and represent Cosmetics Europe at relevant stakeholder meetings and events, including European Commission working groups on cosmetic products.

Profile and Requirements

The successful candidate will have:

- A **Master's degree in toxicology, biochemistry, biology, chemistry or another relevant scientific discipline**;
- **3 to 5 years of relevant professional experience**;
- **Previous experience working with industry groups**, preferably in a scientific, regulatory or technical context;
- **Experience within a trade association, industry association or similar membership-based organisation**;
- Experience in **project management**;
- Excellent organisational, communication and presentation skills;
- The ability to work proactively and autonomously while collaborating effectively within a team;

- Strong **stakeholder management and consensus-building skills**;
- Excellent written and spoken English;
- Strong command of Microsoft Office applications;
- Knowledge of **environmental and regulatory requirements relevant to the cosmetics, chemicals or related sectors** would be an asset.

What We Are Looking For

We are looking for a proactive and collaborative professional who combines **scientific expertise with an understanding of the broader regulatory environment**.
The ideal candidate will be comfortable managing complex issues, coordinating stakeholders and building consensus, with **sound judgement, diplomacy, attention to detail and strong interpersonal skills**.

How to Apply

If you are interested in joining **Cosmetics Europe** and believe your profile matches this position, we would be pleased to hear from you.
Please send your **CV and a short cover letter outlining your motivation and relevant experience** to **jobs@cosmeticseurope.eu** by **10 December 2026 Close of Business**, indicating **"Issue Manager – Ingredients Defence"** in the subject line.

Only shortlisted candidates will be contacted for an interview.

Cosmetics Europe is committed to equal opportunities and welcomes applications from all qualified candidates.