



The Embassy of Sweden in Lisbon is hiring a locally employed **Officer for Political Affairs, Communication and Sweden Promotion**.

Job description

The Embassy of Sweden in Lisbon is seeking a motivated and versatile professional to contribute to the Embassy's work in political affairs, external communication and the promotion of Sweden in Portugal.

The candidate should contribute to the Embassy's analysis and reporting of political, economic and societal developments in Portugal and in the broader and European context. The position also includes supporting the Embassy's public diplomacy efforts, media relations and communication activities, as well as planning and implementing initiatives that promote Sweden's interests, innovation, business opportunities and culture.

In addition, the position includes certain administrative and protocol-related tasks.

The main responsibilities include:

- Monitoring and analysing political, economic and societal developments in Portugal relevant to Sweden and Swedish interests.
- Maintaining and developing contacts with Swedish and Portuguese authorities, political stakeholders, companies, civil society organisations, academia, think tanks and other relevant partners.
- Preparing political reports, briefings and background material.
- Managing and developing the Embassy's communication activities, including digital communication and social media channels.
- Drafting communication material, speeches, press releases and public information content in Portuguese and English.
- Planning and implementing public diplomacy and Sweden-promotion activities, including seminars, business and cultural events, campaigns and partnerships.
- Contributing to activities that strengthen Sweden's visibility and image in Portugal.
- Collaborating closely with colleagues across the Embassy's various areas of work, including in the side accreditation responsibilities for Cabo Verde, Guinea-Bissau and São Tomé and Príncipe.
- Conducting administrative and protocol-related tasks connected to diplomatic clearances, contracts and permits etc.

Qualifications

We are looking for a person with a relevant educational background in political science, economics, international relations, law, journalism, communications or a related field.

The ideal candidate has experience in one or more of the following areas:

- Political analysis and reporting.
- Strategic communication, public affairs and business promotion.
- Media relations and digital communication.
- Project management and event coordination.

Previous experience in diplomacy, the private sector, public administration, or an international organisation is considered an asset.

Required skills and competencies

- A strong understanding of Portuguese politics, public institutions and current political developments is essential.
- Excellent analytical and writing skills.
- Ability to work independently and as part of a team, take initiative and manage multiple tasks simultaneously and in a structured manner.
- Strong interpersonal and networking skills.
- Flexibility, adaptability and a solution-oriented mindset.
- Good IT and digital communication skills.

Language requirements

- Excellent command of Portuguese and English, both written and spoken.
- Knowledge of Swedish is considered a merit.

The Embassy offers an exciting opportunity to work in an international environment and contribute to strengthening relations between Sweden and Portugal through political engagement, business and cultural cooperation, communication, and public diplomacy.

Please submit your application (CV, a personal letter of no more than one page, and at least two references) by e-mail to ambassaden.lissabon@gov.se no later than 6 September 2026.

For further information, please contact Deputy Head of Mission Faraz Davani at ambassaden.lissabon@gov.se.

Only applications submitted in English or Swedish will be considered.