EUFIC internship: Communication

About us
EUFIC - the European Food Information Council- is a non-profit organisation providing science-based food and health information.

We are passionate science and communication experts who believe in the power of knowledge and in a world where we live healthier and more sustainable lives because we all know how to. To help build it, we offer accessible, appealing and actionable science-based information to inspire and empower people to improve their diet and lifestyle.

We collaborate with a broad network of academics, national and international organisations, businesses and professionals in the food and health sector, as well as in a range of publicly-funded projects to help advance innovation to future-proof our food system.

Job description
We are looking for a long-term (at least 6 months) MSc or last-year BSc student who wishes to deepen their knowledge of science communication by supporting communication and dissemination activities in food & health projects. The starting date is 1st September 2023.

Key responsibilities:
Specific activities will include, but will not be limited to:
• Monitoring and managing EUFIC channels on social media (Twitter, Facebook, Instagram, YouTube, etc.) according to the communications strategy.
• Updating content to the EUFIC website regularly and assisting in producing the newsletter.
• Conducting online research mapping media outlets and key stakeholders involved in specific topics.
• Assisting in developing communication and outreach plans involving individuals, media, academia, etc.

Additional responsibilities may include:
• Collaborating with different departments in preparing specific projects.
• Specific administrative tasks as they arise.
• Assisting in preparing internal documents (e.g. meeting minutes and other materials).
• Organisation and promotion of events (conferences, webinars, workshops).
• Supporting stakeholder engagement activities.

Educational requirements, experience and skills

• currently enrolled in a BSc or an MSc programme towards a scientific degree focused on communication, media, journalism or a related area, with the option to pursue a placement during their studies.
• strong and proven English writing skills, another European language, is an advantage.
• available for at least 6 months, but preferably longer (up to 12 months).
• an excellent communicator, with ability to translate scientific information into easy-to-understand language.
• interested in and a passion for food & health communication.
• can search for information, digest it, and summarise it succinctly.
• proactive and well organised, capable of handling tasks alone.
• good interpersonal skills.
• eye for detail.
• experienced with content management systems and search-engine optimization is a plus.
• working knowledge of standard software packages (e.g., Microsoft Word, Excel, PowerPoint, Outlook).
Job conditions
Trainees typically enjoy the following:
• living allowance of 450 €/month
• multicultural workplace in the heart of Brussels (but possibility to work remotely)
• a chance to learn from dedicated science and communication professionals.
• possible European travel for meetings and conferences
• the intern must be in possession of a working laptop

Application
• Your application, in English, should contain your CV and a letter of motivation.
• Email your application to jobs@eufic.org by 31st May, stating “Communication Internship 2023” in the subject.
• You may be invited for a couple of interviews via Teams, followed by a written assignment.
• Only candidates selected for interviews will be notified.