

## EUFIC Internship: Communication

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### Organisation description

EUFIC, the European Food Information Council, is a non-profit organisation that provides science-based information on food and health. The information we offer is accessible, appealing, and actionable, produced to inspire and empower the general public and health professionals alike. EUFIC receives funding from the European Commission, food and drinks companies, academia, NGO's, foundations, umbrella organisations, and from sales of publications. In 2018 about 60% of our funding comes from public sources, and 40% from membership.

### Communications intern

We are looking for a long term (up to 6 months) communication student placement candidate. This is a great opportunity for a student to join a growing team and organisation in the process of extending its reach and visibility on topics related to food, health and sustainability. EUFIC is a high pace environment so you will be exposed to a high level of responsibility in a very motivated team, a perfect environment for learning.

### Essential duties and responsibilities

Specific activities will include, but will not be limited to:

- Producing content & material for communication projects, including reporting
- Assisting with social media, EUFIC website updates and SEO
- Conducting online research mapping media outlets, updating media database and media monitoring reports
- Researching and writing press releases, articles, news for EUFIC website
- Assisting in communications with individuals, media, academia, etc.
- Assisting in event planning and organisations

Additional responsibilities may include:

- Collaborating with different departments in preparing specific projects
- Handing of administrative tasks as they arise
- Assisting in preparing internal documents (i.e. meeting minutes and other materials)

## Minimum requirements

We are looking for a Master's student to do their last-year student placement. Last-year Bachelor's students can also apply; a priority will be given to extraordinarily convincing candidates. Interns must be able to commit to at least 3 months, and preferably longer.

## Essential qualities

We are looking for an intern who is:

- committed, enthusiastic, and passionate about EUFIC's mission
- able to collaborate with a multicultural team, across multiple projects
- able to work independently, with a positive and flexible attitude
- creative and motivated to propose new ideas, and to question the status quo with confidence
- versatile and confident when communicating on all levels
- fluent in English, with strong written and oral communication skills; additional languages are plus

## Job conditions

Trainees typically enjoy the following:

- living allowance of 450 €/month
- multicultural workplace in the heart of Brussels
- a chance to learn from dedicated science and communication professionals
- possible European travel for meetings and conferences

## Application

- Your application, in English, should contain your CV and a letter of motivation. Please keep them succinct.
- Email your application to [jobs@eufic.org](mailto:jobs@eufic.org) stating "Communication Internship" in the subject.
- You may be invited for a couple of interviews via Skype, followed by a written assignment.
- Only candidates selected for interviews will be notified

