

TRAINEESHIP EUROTECH UNIVERSITIES ALLIANCE, BRUSSELS OFFICE (BRUSSELS, BELGIUM)

We would like to offer an internship opportunity to a trainee (full-time, 38h per week) to contribute to the activities of the EuroTech Universities Alliance Brussels Office.

September/October 2023 – March/April 2024

RESPONSIBILITIES:

- To provide support to the Liaison Officers in preparation of the Brussels Office Roadmap initiatives with the main focus on the topics of Water and Cancer Think Tank.
- To scan the relevant ongoing EU policy developments (R&I etc.) and present a monthly update on the European Calendar (developments in funding, policy, events, consultations, etc.)
- Contribution to the organisation of the events, policy dialogues and workshops
- Support with media monitoring/analysis & community management
- Small administrative tasks

PROFILE:

- A Master level student from one of the Universities of the Alliance (DTU, L’X, EPFL, TU/e, TUM or Technion).
- Pursuing a degree or equivalent experience in business studies, communications or public affairs.
- Strong organisational and IT skills (Office 365).
- Strong writing, editing and reviewing skills.
- Fluency in written and spoken English is essential.
- Ability to provide clear and concise deliverables under time pressure.
- The ability to work remotely in an efficient manner would be a strong asset.
- Keen eye for details.
- Self-starter attitude, flexible, efficient and a good team player.
- Knowledge in database design and management is an asset.

WHAT WE OFFER

- Up to 6 months training opportunity in the Brussels Office
- Remuneration €1000 per month + lunch vouchers.
- Enjoyable working environment in a diverse and dynamic multinational team.
- Full-time traineeship contract under Belgian law.
- Professional development and training.

HOW TO APPLY:

Please send your application (CV + Cover Letter + information about earliest possible starting date) with the subject line “**EuroTech Universities Trainee**” to Tatiana Panteli, Head of Brussels Office (Tatiana.panteli@eurotech-universities.eu).

Application deadline: 7th of July 2023 (midnight)

Expected start dates: September / October 2023

ABOUT EUROTECH UNIVERSITIES ALLIANCE

The EuroTech Universities Alliance is a strategic partnership of leading European universities of science and technology joining forces to build a strong, sustainable, sovereign, and resilient Europe. The partners bring their excellence in research and education, their active engagement in vibrant eco-systems and service to society. Together, they join forces to accelerate their research in high-tech focus areas and advocate for change, through dedicated partners and a strong presence in Brussels.

Based on the EuroTech values, the partners aspire to a new level of cooperation by bringing together their inclusive, diverse and sustainable campuses. The EuroTech Universities create a unique environment for international talents to lead a new generation of change agents in research, entrepreneurship, industry and society.

The members are: Technical University of Denmark (DTU), Ecole Polytechnique Fédérale de Lausanne (EPFL), the Technion, Ecole Polytechnique (L’X), Eindhoven University of Technology (TU/e), Technical University of Munich (TUM).

Further Information about our organisation can be found here: <https://eurotech-universities.eu/>

Tatiana Panteli
Head of Brussels Office
EuroTech Universities Alliance