



# EUROPARC

F E D E R A T I O N

## **Position Internship in European Policy for Environment**

**Location** Brussels, Belgium

The EUROPARC Federation is Europe's biggest network, supporting and representing the work of Europe's protected areas. As a member organization, with interests in nature conservation and sustainable development, supporting our members is essential to our work. There are many links between the work of protected areas and different policies, such as agriculture, regional development, tourism, fisheries and education. Through its Brussels office, EUROPARC ensures direct connection with European Institutions, including the European Commission, the European Parliament and the Committee of the Regions.

The EUROPARC Federation is currently looking for a full time intern in its European Policy department in Brussels (B). The intern will contribute to the policy and advocacy work of the organisation, helping to represent members interests at European level and getting involved in the development of EU relevant policies, facilitating the exchange of experiences and giving support to drive the flow of information from and to our members.

The position requires strong communication skills, sensitivity for institutional and international cooperation, good organizational and multitasking abilities as well as the attention to details. The candidate must have good writing skills – able to create and deliver messages for members and external stakeholders – and understanding of European institutions and main policies.

The intern will have the opportunity to contribute directly to the work of a wide European environmental organisation, working along with an international team. The intern would have the chance to put into practice policy knowledge, to work in close cooperation with international organisations and institutions, further develop communication skills, to learn about EUROPARC Federation and its programs, and to discover from closer the functioning of European Protected Areas and EU environmental policies.

**The intern would learn a wide range of skills and acquire new knowledge by assisting in the following fields:**

- Following policy-making processes and related debates of relevance for, Protected Area Management (related to Nature Directives, Biodiversity Strategy, Common Agricultural Policy reform, Sustainable Tourism)

- Attending meetings and networking events with partner organizations and EU Institution representatives
- Contribute to the organization of international events in Brussels, workshops and webinars;
- Writing reports and news articles covering policy decisions / debates / current events at EU level
- Policy updates on EUROPARC Website and social media
- Support in organizing thematic webinars managing online campaigns; recording and publishing interviews;
- Assisting the Policy Officer with the implementation of the EUROPARC Policy strategy;

## Required skills, knowledge and experience

### Essential:

- International relations, policy or communication studies (Language, Economics studies might be considered);
- Fluency in English and any other European language, preferably French (German and Spanish also welcome). The official language in the office is English.
- Social Media experience - preferably in a business environment (Facebook, Twitter, LinkedIn...)
- Ability to deal with multi-disciplinary tasks, capacity to respond rapidly to a variety of diverse tasks and to prioritize;
- Interest for nature conservation and environmental related policies
- Good communication skills (oral and written) – ability to communicate formally and professionally;
- Good organisation skills, able to work independently and as part of a team;
- Self-starter, positive attitude, flexible, sense of humor for the multicultural working environment.

### Desirable:

- Knowledge of main European environmental policies and EU Institutions' functions; □ Knowledge of the role and functions of protected areas.

## Required Internship Conditions

- The applicant must be an enrolled student (preferably EU and EEA citizen) who is required to complete a mandatory internship in order to finish their studies. During the whole period of internship, the candidate must have a confirmation from the University that he/she is a full time enrolled student.
- The applicant must have finished at least 4 semesters of his or her studies.
- The applicant must be available for a period of 6 months.
- The applicant must have the legal authorization to work in Belgium – not required for EU and EEA (Iceland, Norway and Switzerland) citizens;
- Preference is given to students with funded scholarships or internships, such as ERASMUS

## Internship conditions:

- Duration: 6 months (longer internships can be considered)
- 35 working hours a week;
- 13 days of vacation.
- Intern should be ready to cover his/her own accommodation and insurance costs.
- EU Health insurance should be united with private health / accident insurance from home country or contracted in Belgium.

## Starting date

May/June 2019

## Applications

Please send a 1-page motivation letter and your CV to Ms Barbara Pais [b.pais@europarc.org](mailto:b.pais@europarc.org) indicating "Policy Internship position" in the subject line until 26<sup>th</sup> April 2019.

Due to the expected number of applications, only short-listed candidates will be contacted for interviews.

\*\*\*

## Documents to be submitted after successful application

- Identity Card
- Certificate of enrollment (issued by the corresponding university, special requirements apply)

## Some words from our previous interns in Brussels:

*Steffi: "...The experience to intern with the EUROPARC Federation was a great learning experience professionally and personally speaking, that I can recommend to any student interested in European policy related to the field of conservation, advocacy work and intercultural cooperation. ... For me it was particularly interesting to work across the broad policy areas EUROPARC operates in ... Regular report writing and supporting social media activities trained my ability to filter, qualify and interpret information for particular audiences, in this case Protected Areas practitioners and authorities..."*

*Gaia: "...This internship experience has allowed me to deepen my knowledge of the policy decision making process behind institutions and make me able to participate to the work they do directly, understanding better their roles and functions... I improved my communication skills working on public relations with other partners and representing several time the Federation. Was a continue growth from the professional to the personal level... This experience helped me to understand that is the field where I want to work in the future."*