

EAMI

The company

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| Location | Brussels, Belgium |
| Website | www.eavi.eu |
| Type of business | Not for profit European Association, NGO, Communication and Media, Active citizenship |
| Job function | Communication and Media, Active citizenship |

Trainee's profile

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| Languages required | Excellent written and verbal communication skills in English. Basic knowledge of French is welcomed but not a prerequisite |
| Education | Bachelor or Masters Degree, preferably in Media related studies |
| Computer skills | Good knowledge of Microsoft Office Package, ability to maintain website is preferred but not mandatory |
| Required skills | Previous experiences abroad, interpersonal skills, attention to detail. It would be helpful if the student wishes to understand the administrative documents at our NGO. Successful candidate should be highly motivated, creative and dynamic. |

Job description

EAVI is looking for an intern with a strong interest in the field of media. The trainee should give support on administration and logistics, on EC's programs monitoring, website maintenance, publications' proofreading, communications activities and coordination of our volunteer group.

Job content

EAVI is run by a small dynamic team based in Brussels. All our interns are always actively involved in projects and initiatives, such as the contribution to EC, participation to the EYAG Group and to all EAVI events. We offer a friendly working environment, responsibilities and the chance of growing professionally.