

## **Internship: policy & networking 3.0**

**Starting dates:** April – May 2019

**Duration:** 6 months

**Location:** Strasbourg (F)

The Assembly of European Regions (AER) is the largest independent network of regions in wider Europe. Bringing together more than 150 regions from 35 countries and 16 interregional organisations, AER is the political voice of its members and a forum for interregional co-operation.

### **Profile**

Candidates should have a general understanding of European policies, an interest in political matters and a strong capacity in organisation with the aptitude to work in a multinational team. Good IT skills are needed: our team is spread in different locations and we use cloud based applications for most of our work. You will need to be able to very quickly master the different tools.

The AER working language is English. A proficient, ideally mother tongue level of English is required.

### **Duties**

The selected candidate will have to deal with some daily organisational work required in the office of the AER Secretary General but also with public policy work.

The main tasks asked will be:

- administrative work (20%)
- background research on specific policies (30%)
- news articles, drafting of briefings, translation (30%)
- help in the liaison with members, support the organisation of events (20%)

### **Conditions**

For all internships within AER, a contract must be signed by AER and the student's home University/School/Institute. Please note that this is compulsory.

The internship is remunerated according to the legal requirements but the student meets his/her travel and living costs.

### **Application**

The job in such an office is wide and quite different everyday, further information to potential interns will be given in a recruiting interview. Only short-listed candidates will be contacted for interviews.

If you are interested, please send CV and a cover letter in English to: [Johanna Pacevicius](mailto:Johanna.Pacevicius@aed.eu)

Deadline for applicants: 15 March

<https://aer.eu/internship/>