

## Communications and Events internship opportunity for students

Ecsite is the European network of science centres and museums. We represent more than 350 organisations across Europe and the world, active in what we call 'science engagement': communicating scientific subjects and skills to the public and facilitating democratic dialogue between science and society. Our friendly, cosmopolitan Brussels office is looking for one communications and events intern whose missions will include attending our flagship annual conference in June.

### Profile

- Excellent written English
- Proficiency on social media, in particular Twitter
- Ability to synthesise, organise and present ideas
- Interest for web and print media. Experience in writing for these is a plus
- Curiosity. Note: no background in 'hard sciences' required
- Excellent organisational skills
- Ability to work as a team
- Current enrolment for a higher education course allowing internships, preferably master's degree

### Projects and tasks

- **Social media:** community management leading up to the conference and full-time during the conference (onsite!)
- **Ecsite Awards:** promotion, planning of the ceremony, coordination with Chair of Jury
- **Spokes magazine:** relay news, edit articles, assemble and promote Ecsite's monthly digital magazine (latest issue [here](#)) and its yearly paper digest Spokes Panorama.
- **Others:** assist with other tasks of the Communications and events team

### Why join?

- **Take part in the Ecsite Conference**, the largest of its kind in Europe, bringing together 1,000 professionals
- Apply your **community management skills**
- Assist in the **planning of large-scale international events**
- Get a glimpse of the **Brussels EU-scene**
- **Enjoy** our office's friendly atmosphere

### Duration

Minimum: mid March to mid June 2018, full time

Maximum: beginning of March to end of August 2018, full time

### Placement venue

Avenue Louise 89, 1050 Ixelles, Belgium + one week in Geneva, Switzerland

### Interested?

Email your CV and a brief cover letter to Marie Couëdic, Acting Events and Communications officer ([events@ecsite.eu](mailto:events@ecsite.eu)). Don't hesitate to call for more details (+32 2 649 73 83).

Apply **by the end of Wednesday 6 December**. Shortlisted applicants will be interviewed (Skype possible) from 11 to 15 December and will undergo a short written test.

*Please note that this is an unpaid internship.*