

Communication & Storyteller Assistant (paid internship)

Eurocare is seeking to recruit a full-time Communication & Storyteller Assistant (paid internship) for a period of 6 to 12 months. The internship could lead to a permanent position if funds are secured in 2022.

Who are we?

EUROCARE (The European Alcohol Policy Alliance) is an alliance of 52 non-governmental and public health organisations in 21 European countries with member organisations across Europe advocating the prevention and reduction of alcohol related harm in Europe.

How do we want to communicate?

At the forefront of everything we do is **people**. People working to prevent alcohol harm, people treating alcohol harm and people with lived experience of alcohol in Europe..... in an effort to help others live happier, healthier and longer lives.

Through storytelling, dialogues, interviews, events, reports, messaging, and an organised set of communication tactics, our objective is to reach a large number of people, including policy makers, to build awareness and public recognition of alcohol harm at European, national & community level. Our voice and language must be accessible to a wide audience across all our communication channels, internal and external, avoiding jargon and buzzwords. Our way of communicating must be attractive to diverse audiences in Europe: from European decision-makers to people, to the public health community, to citizens, to consumers, to potential funders and to many more.

Who are you?

You are a recent graduate (Masters) seeking work experience in European affairs within an international team. You love shaping stories and you are not frightened to take initiatives and use your creativity. You are an innovator who is mixing old and new ways to reach diverse audiences across Europe. You are a person who can translate strategic and political thinking into communication and doing. You are ambitious and wish to participate in the creation of your permanent position at Eurocare. Communications background is a must. Our ideal candidate is:

- Educated to degree level in marketing, communications, journalism
- Has impeccable English both written and spoken
- Good analytical skills
- Attention to details
- Flexibility and ability to learn quickly
- Expertise in social media
- Experience with practical aspects of event organisation
- Genuinely interested in the topic of alcohol from a public health and social viewpoint
- Ability to work both independently and in a team (with people from different cultural backgrounds)
- Experience with standard office software (is a must)
- Another European language would be a plus

What will you be doing?

As part of a small team, you will work closely on a wide range of communication tasks and activities, including:

1. Communication activities:

- Create and implement social media activity for Eurocare
- Co-ordinate and upload news, press releases and other updates across Eurocare website
- Work closely with Secretary General and Eurocare members to maintain brand and message consistency (including across digital media initiatives)
- Produce activity reports
- Draft press release for events and campaigns
- Assist with disseminating messaging to media, including coordinating press releases
- Manage tracking requirements, interpret resultant data and make recommendations on digital activity
- Monitor and evaluate take up of media messaging
- Monitor relevant online media and produce regular updates
- Implement and manage on an ongoing basis e-newsletter, mail, Facebook and Twitter marketing programs
- Update media and contact databases to ensure promotional activity is recorded
- Interested in strategic communications planning

2. Provide support for organisation of meetings, events and conferences

3. Administrative support and logistics

In return the internship will allow you to:

- Join Europe's only organisation working exclusively on alcohol harm;
- Be part of an organisation with an impressive legacy but which is not stuck in the past;
- Gain valuable first-hand experience of EU alcohol policies and the EU decision-making process
- Improve and showcase your communication skills
- Co-create and learn how European projects are set up and coordinated
- Co-create and participate in a number of external events in Brussels and in Europe
- Become familiar with the specificities of working in a Brussels-based NGO
- Build a network of contacts within EU stakeholder groups and institutions
- Create, thrive and develop in a dynamic team, in one of the most interesting cities in Europe, Brussels
- Co-develop possibilities for your own permanent employment

Remuneration

Monthly allowance of 900 euros net.

Reimbursement of various costs including public transports

Lunch vouchers

Application process

Application deadline **17th September 2021**

The internship period will be **6-12 months**, starting as soon as possible

If interested in the internship, please send us your CV and a cover letter (1 page max.) and an article for the website on labelling of alcoholic beverages, with special focus on social media (400 words) to florence.berteletti@eurocare.org

For background information, please check Labelling of alcoholic beverages in the EU: some facts as well as the Food labelling - revision of rules on information provided to consumers for alcoholic beverages (Please note that Eurocare's position is one of the responses included).

Due to the high volume of applications we receive, we are unfortunately unable to respond to all applicants and will only contact the shortlisted applicants. The interviews will be conducted on **7th and 8th of October** either virtually or person in our offices, 17 Rue Archimedes, 1000 Brussels.