

Advocacy Assistant (paid internship)

Bioenergy Europe is recruiting an **Advocacy Assistant** to support the work of its Advocacy Department.

Bioenergy Europe is a non-profit, international organization based in Brussels, which operates at EU level and was founded in 1990. Bioenergy Europe primarily aims to expand the market for sustainable bioenergy and to guarantee favourable conditions for its members. Bioenergy Europe has a strong position in the bioenergy sector and unites 40 national bioenergy associations and more than 150 private companies from all over Europe. More information at www.bioenergyeurope.org.

We are looking for a highly motivated self-starter, eager to learn and contribute to help achieve our vision for a sustainable future. The selected candidate will support the advocacy department through the following tasks:

- Supporting the organisation of external and internal meetings
- Help with policy-relevant research and support drafting of policy papers and other material for advocacy activity
- Monitoring key policy developments on energy issues and mapping key stakeholders for the bioenergy sector
- Assist with any other relevant activities during the internship period and day-to-day tasks as assigned under supervision

Competencies and skills:

- Degree (ongoing or complete) in Law, Economics, European Studies, Environmental Science or similar degrees.
- Strong organisational skills.
- Fluent written and spoken English. Any other EU language is an asset.
- Good knowledge of MS Office including Word, Excel and Outlook.
- Familiarity with EU institutions and political processes is desirable.
- Team player, self-starter, positive work attitude, sociability, and reliability.

What we offer:

- A 6-months contract - "convention d'immersion professionnelle" paid internship in Brussels (earliest possible start time)
- A salary of 1000€/m plus benefits (public transport and meal tickets)
- Hands-on experience on EU affairs and the energy sector
- Friendly and dynamic work environment

If you are interested in the advertised position, please submit your CV and a short motivation letter of 100 words max. in English as a PDF [here](#). Only candidates selected for interviews will be notified by email. Candidates will be selected on a rolling basis.