

Policy Assistant (Paid Internship)

Bioenergy Europe is recruiting a **Policy Assistant** to support its Advocacy Department.

Bioenergy Europe is a non-profit, international organisation based in Brussels, which operates at the 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 brings together around 40 national bioenergy associations and 140 private companies from across 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:

- Support the organisation of external and internal meetings. Attend workshops and events.
- Help with policy-relevant research and support drafting of policy papers and other material for advocacy purposes.
- 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 in EU law / political science / environmental science, or similar degrees.
- Knowledge of EU institutions and political processes.
- Previous professional experience in a relevant area and familiarity with the EU climate and energy landscape are a plus.
- Strong organisational skills.
- Team player, self-starter, positive work attitude, sociability, and reliability.
- Excellent knowledge of English; other EU languages are an asset.
- Previous experience in EU institutions and/or EU trade associations is an advantage.

What we offer:

- A 6-months contract - "convention d'immersion professionnelle" paid internship in Brussels (earliest possible start time)
- A salary of 1200€/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 up to 100 words in English as a PDF [here](#). Only candidates selected for interviews will be notified by email. Candidates will be selected on a rolling basis.