

Brussels, 30th January 2025

EFIEES IS LOOKING FOR A COMMUNICATIONS INTERN

EFIEES is an EU trade association representing energy service companies (ESCOs) and their national associations across Europe. Our members represent over 100.000 professionals committed to the design and implementation of energy management solutions in public and private buildings, industrial facilities, as well as to the efficient operation of district heating & cooling networks.

Location: Brussels

Starting date: March 2025

Your main missions

- Support the development and execution of EFIEES' general communications strategy (institutional communications, EU projects, internal communications);
- Manage the website and social media accounts of the association;
- Support the organisation of EFIEES' events and meetings (online or in-person);
- Draft and design the association's internal and external communication materials (factsheets, newsletters, brochures...);
- Support EFIEES' advocacy efforts;
- Support EFIEES' secretariat in its day-to-day tasks (meetings summaries...)

What do you need to join our team?

- Excellent spoken and written English (C1), other language skills are a plus;
- Excellent written and oral communications skills;
- A keen interest in content creation, including visual design and production of communication materials;
- Ideally a previous experience in institutional communications;
- Interest in EU policies and/or energy topics – previous experience in the field is a plus;
- To be creative, and rigorous;
- Pro-activity and ownership are also key in our small team.

★ What we offer?

- An excellent working opportunity at the heart of Brussels EU bubble and within a dynamic team;
- **A full time (38 hours/week) 6-months paid contract:** Belgian CIP (*Contrat d’Insertion Professionnelle*) with possibility of renewal or student internship;
- A positive working atmosphere with training upon needs, opportunity to grow, learn a lot and acquire more responsibilities within the team.

Interested candidates are invited to send their **CV and a personalised cover letter** outlining personal motivations (in English) **to Ms. Valérie Plainemaison at info@efiees.eu by the 18th of February 2025.**

Please note that only shortlisted candidates will be contacted. Applications will be reviewed continuously upon arrival, therefore application as soon as possible is advisable.