

EUI REMUNERATED TRAINEESHIP OPPORTUNITIES – Journalist

<u>2 POSITIONS AVAILABLE - 1 at the Communications Service, 1 at the Historical Archives of the EU (HAEU)</u>

The Communications Service and the Historical Archives of the European Union of the European University Institute, based in Florence (Italy) are looking for two journalists to carry out the following daily tasks:

- Write and report on EUI or HAEU academic and research activities and events for internal and external communications (e.g. website, *EUI in Brief* newsletter, etc.);
- Develop and edit a range of texts for both the website and printed material;
- Assist with social media activities and press and media relations
- Occasional photography and involvement in producing videos and podcasts.

Type and Duration

- 12 months, the first three months of which constitute a trial period.
- Full time (Monday to Friday, 40 hours a week).
- Start of the traineeship: Historical Archives of the EU: 1 September 2018 Communications Service: 1 September 2018

Conditions for Eligibility

Candidates must:

A) Be nationals of a European Union member state, or of a candidate country which benefits from a pre-accession strategy (nationals of non-member states may be accepted on the basis of a specific agreement of the Secretary General);

<u>AND</u>

- B) Are studying for a first (post-secondary education) degree and are in the process of obtaining the qualification; OR
- C) Are involved in a vocational training programme; OR
- D) Have obtained the above (B or C) qualification, no longer than 18 months prior to the beginning of the traineeship;

<u>AND</u>

E) Have a thorough knowledge of English (native speaker or equivalent certified level, C2). Knowledge of another European language may be an advantage but this is not a requirement (it should be taken into account that English, French and Italian are the main working languages at the EUI).

All rules governing the traineeship refer to the President's Decision no.39/2013

IMPORTANT: please note that persons who do not meet the conditions above should not apply and may not receive any response if they choose to do so.

Qualifications Required

- University degree or diploma in a field relevant to this post. Applicants with a degree in journalism and/or proven work experience in this field are encouraged to apply;
- Excellent communication and writing skills;
- Experience in the use of Contents Management Systems;
- Experience with social media including familiarity with Facebook, Twitter, Instagram and LinkedIn;

Advantageous

- Previous experience in an international team;
- Good time management and organisational skills;
- Skills in photography, video or podcast production.

Benefits

- Maintenance grants of 1.315 Euros per month;
- A discount of 40 per cent for one lunch per day at the EUI canteen;
- Travel cost reimbursement for the journey to Italy from his/her place of origin and final return trip is provided;
- Access to EUI facilities: Library, PC Rooms, Cafeteria, Gym, Participations in Public Seminars and Workshops.

TO APPLY:

Please send: a) CV; b) cover letter; c) up to 5 writing samples to the email: eui.pr@eui.eu, mentioning in the subject: Application for Journalist Traineeship

Deadline for applying: Wednesday, 4 July 2018

For more information on traineeships at the EUI:

http://www.eui.eu/ServicesAndAdmin/CommunicationsService/Traineeships.aspx

EUI general information: www.eui.eu

Communications Service **European University Institute**Via dei Roccettini, 9
50014 San Domenico di Fiesole (Florence) – Italy
www.eui.eu/communications