

## EUI REMUNERATED TRAINEESHIP OPPORTUNITY

### Library Trainees

The [European University Institute](#) (EUI), founded in 1972 and located in Florence, Italy, is a treaty-based post-graduate institution dedicated to advanced research and training with a unique European focus. The three pillars of its activities are the training of early-stage researchers through excellent research, policy-relevant research, and the training of current and future policymakers. Committed to global engagement, diversity, inclusiveness, and improved accountability, the EUI fosters a collaborative and forward-thinking environment that connects scholars and policymakers worldwide.

**The European University Institute is looking for motivated and proactive trainees to support the activities of the EUI Library.**

The [Library](#) supports research and academic excellence by curating a high-quality, European-focused, and interdisciplinary collection. It connects scholars with ideas across the Social Sciences and Humanities, providing reliable, high-quality resources that support the development of new knowledge and informed research.

### **What the Library does**

Library services cover a wide range of activities, including:

- Interlibrary Loan
- Circulation
- Acquisitions
- Institutional Repository and Open Science
- Cataloguing
- Electronic Resources Management
- Integrated Library Systems
- Journals

## **What trainees will do**

The selected candidates, under the guidance of experienced Library staff, will contribute to one or more of these service areas. They will support essential day-to-day workflows and participate in specific projects that contribute to the Library's continuous development.

In addition, Library trainees will be regularly involved in front-office responsibilities, such as:

- Returning items
- Collecting materials from shelves
- Reshelving
- Assisting users at the Library information desk

These tasks are an important part of ensuring a smooth and welcoming experience for Library users.

## **Training and development**

All Library trainees will take part in a comprehensive onboarding programme designed to familiarise them with the full range of Library services and the EUI. They will receive targeted, hands-on training for the activities they will perform and will gain valuable experience in a dynamic, international academic environment.

This traineeship offers an excellent opportunity for individuals interested in library and information science, research support, open science, digital scholarship, or knowledge management.

## **Benefits**

- Maintenance grant of **€1,540 per month\*** (as from 1st January 2026).  
*\*See up-to-date figures [here](#).*
- Reimbursement of travel expenses incurred at the beginning and end of the traineeship (for trainees recruited outside of Florence);
- 40% discount on one lunch per day at the EUI canteen;
- Access to EUI facilities: [Library](#), Reading Rooms, [Centre for Academic Literacies and Languages](#);
- Participation in professional training, [public seminars, workshops](#) and [extracurricular activities](#), including wellbeing initiatives;
- Opportunity to apply academic knowledge in a practical work environment, particularly in relevant areas of expertise;

- Experience in an international institution and research university, becoming part of a vibrant and dynamic multicultural community;
- Development of creativity and innovation skills;
- Improvement of organizational and time management skills;
- Enhancement of language skills, interpersonal communication, and intercultural teamwork abilities.

### **Type and Duration:**

- 12 months
- Full time (Monday to Friday; 8 hours/day)
- Starting date of the traineeship: 1 November 2026

### **Conditions for Eligibility**

Candidates must:

- Be nationals of the Member States of the European Union and of candidate countries benefiting from a pre-accession strategy. However, a limited number of nationals of non-Member States may be accepted on the basis of a specific agreement of the Secretary General and according to available resources. Under exceptional circumstances, specific traineeships can be made available solely to nationals of specific States, including EU and non-EU States; In accordance with [President's Decision no. 67/2025](#), Ukrainian nationals are also eligible to apply;

AND

- Have completed the first cycle of university studies and obtained a full degree or its equivalent by the closing date for applications. The minimum national qualifications required by the legislation in the country where the diploma was obtained are available here.
- Have obtained their last university diploma no longer than three years prior to the deadline for applications. The three years rule is not applicable for trainees enrolled in further university studies at the moment of their application for the traineeship at the EUI.

AND

- Have a good knowledge of one of the EUI's official languages and a satisfactory knowledge of another language, taking into account that English, French and Italian are the main working languages at the Institute.

All rules governing the traineeship refer to [the President's Decision no. 16/2023](#) and [President's Decision no. 67/2025](#).

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

### **Requirements**

- University degree, in Library and Information Studies or similar;
- Excellent communication skills acquired through previous experience;
- Demonstrated ability to work in an international team;
- Proven knowledge of English, both written and spoken (CEFR level: B2 or above).

**Candidates invited for an interview may also be assessed for the following competencies:**

**All staff including trainees at the EUI share the following competencies:**

- Ethics and integrity
- Working in a multicultural environment
- Accountability
- Delivering quality and results

**Competencies related to the post:**

- Initiative/proactivity
- Adaptability
- Results Focus
- Teamwork
- Communication
- Building Effective Relationships

**TO APPLY:**

Fill in the [online application form](#) and upload documents (CV, reference letter) as requested. Only applications submitted through the online application form will be accepted. Your application will be considered successfully submitted once you receive an automatic email confirmation.

Deadline for applying: 15 June 2026, at 23:59 CEST

**Shortlisted candidates will be invited for an interview.** Please note only candidates invited for interviews will receive information from the EUI on the selection status.

Should you have difficulties in submitting your application, please send an email to the following e-mail address: [Traineeships@EUI.eu](mailto:Traineeships@EUI.eu)

For more information on traineeships at the EUI, visit the dedicated [webpage](#).