



Brussels, June 2018

## Internship offer: Communication / EU policy

The EACB is looking for a talented and motivated intern with a strong interest in communication and EU affairs to join the Communication and Sustainable Finance Department for five months. The EACB offers a dynamic work environment in an international team of policy experts. As part of a major European Credit Sector Association, you will have the opportunity to develop skills and contacts and to gain expertise in the area of financial services. The intern will report to the Head of the Communication and Sustainable Finance Department.

### **About us:**

The **European Association of Co-operative Banks (EACB)** is an international non-profit association, which represents, promotes and defends the interests of its 28 member institutions and of co-operative banks, with regard to banking as well as to co-operative legislation.

### **Tasks:**

- General support to the communication activities, such as:
  - Events organisation, drafting of communication and press material;
  - Project "EACB Award for young researcher".
- General support to the Task Force Sustainable Finance, such as :
  - Assist in monitoring the developments of the sustainable finance initiatives at EU and international level.
  - Assist in coordinating the activities of the Task Force Sustainable Finance (i.e. preparation of meetings, drafting of documents, briefing notes, engagement with EACB Members and EU Institutions).

### **Profile:**

- University degree in communication/ EU political science/ public relations or related field; keen interest in EU Affairs and sustainable finance;
- Proficient in English;
- Excellent written and spoken communication skills;
- Strong analytical and organisation ability;
- Good knowledge of Microsoft Office (Word, Excel, PowerPoint);
- Familiar with website and social media;
- Capability to deliver results on time and with a fast turn-around;
- Good team spirit.

### **Your application:**

Please address your CV and cover letter to Ms. Elisa Bevilacqua, Head of Department; e-mail: [secretariat@eachb.coop](mailto:secretariat@eachb.coop). Please specify in the title of your application "internship communication & sustainable finance" . Deadline for application: 6<sup>th</sup> of August.

### **Practical information:**

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*The voice of 3.135 local and retail banks, 80.5 million members, 209 million customers in EU*

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The intern position is remunerated. The selected candidate will be offered a 6-month contract (starting September 2018), with possibility of prolongation. Please note that only selected candidates will be contacted. Office location: rue de l'Industrie 26-38 – 1040 Brussels

**Privacy policy**

Dear Applicants, please note that we process this data for recruitment purposes only and we will not share it with anyone else. We would like to keep this data until our open role is filled. [We cannot estimate the exact time period, but we will consider this period over when a candidate accepts our job offer for the position for which we are considering you.] When that period is over, we will either delete your data or inform you that we will keep it in our database for future roles. Here's a link to our [privacy policy](#). In this policy, you will find information about our compliance with GDPR (data protection law.) You can find how to send us a request to let you access your data that we have collected, request us to delete your data, correct any inaccuracies or restrict our processing of your data.