

Intern for Aalborg University (AAU) Brussels Office, spring 2019

Do you have an interest in EU politics influencing and do you know how to familiarize yourself with an agenda? Do you want to support AAU researchers in their knowledge of and access to European funding as well as develop your own knowledge of the EU political agenda? Then an internship at Aalborg University Brussels Office might be of your interest! As an AAU Brussels intern, you will get a unique opportunity of gaining international business experience in the capital of the European Union as well as experience with working for a Danish, politically driven knowledge institution.

In cooperation with the Brussels Office colleagues you will gain influence on and co-responsibility of your own personal as well as professional profit, dependent on your academic background and interests. Furthermore, the internship will help develop your competences as well as expand your network.

Your tasks:

As an intern, you will be an active part of all office activities, including:

- Research-, analysis-, and communication tasks.
- Participating in conferences, seminars, workshops and meetings in Brussels on behalf of AAU.
- Staying updated on the political agenda within the areas of expertise of the office, dependent on your background and academic/professional interests.
- Cooperation with the European Consortium of Innovative Universities' (ECIU) head of Brussels' office. AAU is a member of ECIU and shares office spaces with ECIU.
- Entering into the daily running of the office and helping out with planning and hosting meetings, events and other activities.

Your profile:

- Preferably a Master student.
- With an interest in and knowledge about European politics.
- Developed English skills in both writing and speaking.
- Thorough, structured, and able to take on independent responsibility.
- Flexible and happy with interchangeable daily working life.
- Well-formulated and happy with communication tasks.
- An interest in analysis and statistical work is an advantage, but not a requirement.

About AAU Brussels Office:

The Brussels Office is an integrated part of the AAU Fundraising and Project management team, which has coworkers in both Aalborg, Copenhagen, and Esbjerg. The Brussels Office advises the researchers of AAU on seeking funding for research projects from both private and public funds. The focus is mainly on EU education-, research-, and innovation policies, including the specific programmes for research and innovation (Horizon 2020, Erasmus+, and Horizon Europe).

At the AAU Brussels Office there are three coworkers, who are in daily contact with colleagues in Denmark as well as cooperative relations in Brussels. The office is located in the same building as several regional offices and other interest organizations, which means you will have plenty of opportunity to spar with other interns during the day.

Terms of employment:

It is an unpaid internship, but AAU will provide housing and cover travel expenses at the start and the end of the internship. Additionally, there is the possibility of applying for an Erasmus+ grant.

The internship is from February 1st 2019 until July 31st 2019. The deadline for applying is as soon as possible, as we will be interviewing on an ongoing basis.

Application:

Application, CV and a grade transcript along with potential recommendations is sent to EU Adviser Anne Britt Larsson on abl@adm.aau.dk. For any questions you are welcome to contact the office via the above-mentioned email or by calling +45 6196 7379.