



Brussels, 2 May 2018

## STAGIAIRE – Climate and Energy

We are looking for a stagiaire to join our team and strengthen our work on Climate and Energy issues. The intern will support the work of the ECOS Programme Managers, especially on the Ecodesign and Energy Labelling regulations and standards, as well as in the area of membership engagement. The position is a full-time, temporary position for 6 months, to start as soon as possible.

ECOS is a non-profit environmental organisation that represents 44 members. ECOS works to promote and defend environmental interests in the development of European and international standards and related policies.

### KEY RESPONSIBILITIES INCLUDE:

- Assist Programme Managers in day-to-day tasks that relate to the inclusion of environmental aspects in standards and policy, in support of ECOS' Climate and Energy work
- Research and analyse policy and standardisation developments
- Proofread ECOS policy and standardisation documents, reports and communications
- Support the organisation of ECOS meetings and events
- Attend relevant conferences and meetings in Brussels
- Assist with fundraising, reporting requirements and other administrative tasks

### SKILLS AND EXPERIENCE SOUGHT:

- University degree in natural/environmental science or engineering
- Commitment to the values, vision and mission of environmental NGOs
- Understanding of EU policy making process and the regulatory environment
- Experience with energy and climate issues
- Strong analytic competence and ability to summarise complex technical issues
- Excellent organisational skills and IT proficiency
- Ability to quickly adapt to new issues, proactive attitude and self-motivated
- Ability to work effectively, both independently and as part of a team
- Excellent writing, communication, networking and proof-reading skills
- Fluent English, other languages an asset

ECOS offers a full-time internship for six months, starting as soon as possible, with a monthly financial contribution of circa 700 € (net) as well as lunch vouchers, contribution to transport costs. Applications should be sent by email to [info@ecostandard.org](mailto:info@ecostandard.org) with a CV and cover letter as soon as possible and by 15 May 2018. Please note that only short-listed candidates will be contacted.