

DESCRIPTION OF THE INTERNSHIP

DIGITAL COMMUNICATION

The Jacques Delors Institute (JDI) is the European think-tank founded by Jacques Delors in 1996 (under the name of Notre Europe) in Paris. Its mission is to develop analysis and policy proposals both for Europe's decision-makers and for a broader audience, in view of contributing to debates on European issues.

The Jacques Delors Institute is looking for an intern in digital communication for a six-month period starting in September 2018.

TASKS

The Trainee will support the IJD Head of Communications in the following activities:

- Current online communication activities
- Community management on social networks
- Update CRM contacts
- Support for electronic distribution (mailing campaign)
- Support for audiovisual communication: production of videos for the Youtube channel
- Support for paper distribution

The Trainee will also be able to help the Head of Communications in current press relations activities: press relations, media watch, follow-up of journalists files, press releases, press reviews.

REQUIRED PROFILE

- Communication training
- Strong interest in European and political issues
- Ease of working with computer tools including Adobe Premier or other video editing software
- Audacity, Photoshop
- Very good knowledge of English and French, written and oral. Fluency in English as mother tongue would be an asset
- Speed in the execution of tasks, dynamism, motivation, autonomy and ability to work in a team

An internship agreement is required. The intern will receive an internship grant.

Location: Jacques Delors Institute, 18 rue de Londres - 75009 PARIS

Advantages: tickets restaurant, 50% of the transport card

Interested candidates should send their CV and motivation letter before 30 July 2018 to: conti@delorsinstitute.eu

