

Communication and Project Assistant at the International Union of Property Owners

Brussels, Belgium

The **International Union of Property Owners (UIPI)** is looking for a **long-term intern** (*Contrat d'Immersion Professionnelle*), starting in **September/October 2020**

Deadline for application: 15 August 2020

About UIPI

UIPI is a leading representative body for homeowners and private landlords in Europe. With 30 member organisations, UIPI represents more than 5 million property owners across Europe. Based in Brussels, the UIPI's main task is to ensure that private property owners' interests are represented and defended vis-à-vis European institutions. UIPI is active in those areas of EU legislation and policy that have an impact on homeowners, real estate and private-rented sectors.

Profile

- **Graduate in communication, journalism, political sciences or other relevant fields**
- **First experience in the communication field is a strong asset**
- Experience with writing articles, blogs, etc. and dealing with press would be highly value
- Very good understanding of the EU decision-making process and politics
- Proficient in written and spoken English. Additional EU languages is an asset
- First class written and verbal communication skills
- Creative and keen on developing ideas for communication actions
- Familiar with using social media tools and communication software for professional purposes
- Strong organisation and coordination skills
- Interest in understanding and articulating homeowners and real estate sector's interests
- EU national or have a valid Belgian work permit.

Responsibilities:

- Contribute to drafting and implementing a communication strategy
- Contribute to internal and external communication activities (social media, press work, membership communication, website, etc.)
- Plan and implement communication and dissemination activities for our European projects
- Contribute to the strategic and logistics management of events
- Drafting and editing presentations for various events.

We offer:

- A "*Contrat d'Immersion Professionnelle*" for six months (potentially renewable)
- New opportunities might arise
- A stimulating work experience within an EU affairs office and multicultural environment.

If you are interested, please send your cover letter and CV to: Ms Emmanuelle Causee, Secretary General, reference: "Application – Communication/Projects at office@uipi.com. Please note that only shortlisted candidates will be contacted.

