



Vesalius College

INTERNSHIP PROGRAMME

EUROPEAN JOURNALISM CENTRE



ORGANISATION PROFILE

Founded in 1992 in Maastricht, the Netherlands, the European Journalism Centre is an independent non-profit training organisation that aims at promoting the highest standards in journalism.

The EJC relies on a vast network of trainers in journalism as well as on experts and media specialists and offers short intensive workshops for journalists from Europe and beyond. The EJC organises activities in the main European languages in a growing number of European cities.

During the last years, the EJC has developed a series of comprehensive training activities, seminars and briefings as well as panels and discussions aimed at providing media professionals with tools and information necessary to understand the mechanisms, impact and challenges of the European integration process.

INTERNSHIP PROFILE

The intern will:

- Research and update the website and publications;
- Prepare the programmes, press packs and materials for seminar participants;
- Contact and help the responsible for the seminar as well as the participants and trainers;
- Be responsible for arranging the practical details of the seminars, rooms, AV equipment, meals, transportation, etc.
- Answer diverse inquiries (mail or telephone), reception of visitors, and promotion of the EJC;
- File and update documents;
- Assist in the preparation of final reports;
- Research media publications.

INTERN PROFILE

The successful candidate should have the following qualities and skills:

- Knowledge of and interest in European affairs ;
- Basic knowledge of journalism and communication;
- Excellent organizational and networking skills ;
- Excellent knowledge of English and French.