

Please note that this internship is available twice a year, in the period September – February and February – July. This is a 0.5 – 0.8 fte position.

The Marketing & Communication office of ISS has a vacancy for a

Marketing & Communication Assistant Internship

Tasks include:

- Support the development & implementation of a marketing or communication plan; this can be related to external or internal target groups/stakeholders
- Support in the implementation of alumni relations policy (communication with alumni through social media, organization of alumni events, updating contact details of alumni in database system)
- Contribute to an active ISS Ambassadors Programme by organizing events for the Ambassadors, share information with them and evaluate their activities
- Support in organization of major events/lectures/conferences at ISS
- Contribute to ISS general branding through website, social media, etcetera
- General administrative duties

Requirements

- Successful completion of at least 2 years of an undergraduate degree in a relevant area such as Marketing, Communication or International Studies
- Interest in Marketing & Communication
- Excellent communication skills, both verbal and written
- Excellent English language skills
- Good computer & organizational skills
- Proactive and independent
- Entitled to do an internship under European law

Conditions of employment

A monthly remuneration of approx. €300 is available for the intern (when working fulltime). The availability should be at least 0.5 fte. The candidate can be from a Dutch or foreign university. Supervision will be done by the team coordinator. Please contact or send your motivation letter and cv to:

Sandra Nijhof, phone: +31 70 4260414, Sandra.nijhof@eur.nl