



We're hiring!

Communications internship

About us

The mission of [Zero Waste Europe](#) (ZWE) is to empower communities to redesign our relationship with resources. We campaign for zero waste strategies in Europe and beyond, and support local groups and change agents who have the potential to drive change in their region. Currently, ZWE is the only pan-European organization specializing in waste issues from prevention to disposal, and from local to European levels.

ZWE was created in late 2013 in the Netherlands as an independent, nonprofit foundation with aims to:

- Promote [Zero Waste strategies](#) in Europe and elsewhere;
- Act as a catalyst for European good practices in the field of circular economy, waste and resources;
- Empower local groups to develop community-based strategies for the prevention, reduction, separation, recycling, and composting of waste;
- Promote a responsible treatment of waste and prevention of non-sustainable solutions such as landfilling and incineration;
- Increase awareness about the health effects of the current economy of waste disposal, and promote non-toxic alternatives;
- Promote environmental and social justice.

We are the European branch of the Global Alliance for Incinerator Alternatives (GAIA), alongside more than 800 grassroots groups, non-governmental organizations, and individuals campaigning for a world without incineration.

About you

You are a motivated individual with a can-do attitude, interested in protecting the environment and bringing transformational change.

You know how to present and communicate complex issues in a simple and attractive manner, you have good sense of humour and are acquainted to talk to different audiences.

You know how to create catchy visuals and multimedia materials, are familiar with communications tools and excited about playing with the newest digital communication tendencies.



You have good planning and organisational skills, and can work on different projects at the same time.

You are a team player who can also work independently, and you enjoy working in an international environment.

About the job

You will join Zero Waste Europe's comms team to support the day-to-day communications of the organisation, with a specific focus on the People's Design Lab project. Notably, you will:

Support the development of the People's Design Lab (PDL) project

- Research and present the content of the website, in consultation with the European network
- Develop and maintain the PDL's website
- Disseminate the PDL as part of ZWE's sustainable products campaign

Support the comms team with:

- the planning and delivery, monitoring and evaluation of social media activity including production of visual support (eg. Infographic, banners, short videos, etc.)
- the dissemination of Zero Waste Europe's work
- the maintenance and update of the websites of Zero Waste Europe and its campaigns
- the development and production of communications materials
- the management of contact databases and information requests

Person specification

Experience

Essential	Desirable
Experience with digital communications and community management within an organisation	Experience participating in environmental or social justice campaigns.
Experience in website management (Wordpress)	Experience working in an international environment and within a coalition of NGOs

Knowledge, Skills, and Understanding

Essential	Desirable
Excellent English (spoken and written)	Fluent in an additional language to English
Excellent writing skills	Skills in database management



<p>Knowledge of digital communications channels (social media, e-mail campaigning, Wordpress CMS), including analytics and reporting</p> <p>Basic design and video editing skills</p> <p>Experience working with colleagues remotely and using online tools such as Google Drive, Slack, Trello.</p> <p>Ability to learn new tools quickly</p> <p>Creativity and ability to think out of the box</p>	<p>Knowledge of graphic design software (eg. Adobe suite)</p> <p>Knowledge of video editing software and audio-visual media production</p> <p>Knowledge and understanding of EU institutions</p>
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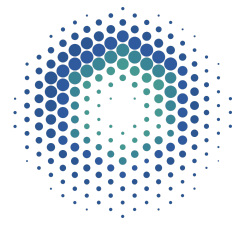
Personal qualities

Essential	Desirable
<p>Excellent interpersonal skills</p> <p>Commitment to accuracy, efficiency and a high standard of work</p> <p>Ability and willingness to use initiative and take decisions, but also a commitment to teamwork</p> <p>A strong commitment to Zero Waste Europe's ethos and network structures</p> <p>Willingness to work a flexible schedule, as required</p> <p>Ability to work independently, flexibly and under tight deadlines</p> <p>Good planning and organisational skills</p>	

Location, Compensation and Work Environment

This is a full-time collaboration until end of December, with possibilities to be extended, based in Brussels. Ideally to start by March 19th.

Salary set according to Belgium internship standards of 781,30 EUR/month.



We take pride in our ability to support one another's work in an atmosphere of mutual trust and respect, and look forward to introducing the successful candidate to our welcoming and highly motivated team and network members.

Equal Employment opportunity

ZWE is committed to the principle of Equal Employment Opportunity for all employees, regardless of sex, marital status, nationality, religion, age, sexual orientation and any other characteristics unrelated to the performance of the job.

TO APPLY:

Please send your CV, motivation letter with references and two writing samples to jobs@zerowasteurope.eu by email with subject line 'COMMS INTERNSHIP'. Only short-listed candidates will be contacted.

Deadline to apply: March 5th, 9am Brussels time.