EU COMMUNICATIONS ASSISTANT (CIP INTERNSHIP)

📍 Brussels, Belgium (Hybrid | Full-Time) | 🚀 Start: Late November 2026

Looking to kick-start your communications career in the capital of Europe?
Are you creative, curious, and passionate about design, video, and storytelling? Would you like to develop your skills while discovering the world of European projects, international organisations, and EU affairs?

At **EVTA, the European Vocational Training Association**, we bring together vocational education and training stakeholders from across Europe to support better education, training, and skills development.

We're looking for a motivated **EU Communications Assistant** to join our international team in Brussels through a **paid, six-month internship** under Belgium's *Convention d'Immersion Professionnelle (CIP)*.

Why join us?

At EVTA, learning is part of what we do, and that includes how we welcome new colleagues!

You'll gain hands-on experience in communications while working alongside a young, multilingual team (we speak more than nine languages in the office!).

Our work spans a wide range of European projects and initiatives, touching on topics such as digital innovation, inclusion, sustainability, education, and skills development.

We want your apprenticeship to be an opportunity to explore, not just execute tasks.

You'll be encouraged to discover different aspects of our work, experiment with creative approaches, and explore the areas that interest you most. We're open to adapting your learning experience to your interests, strengths, and professional goals.

You'll also have **an assigned tutor** to guide you throughout your apprenticeship, support your development, and provide feedback as you progressively build your skills and confidence.

And, of course, you'll get a behind-the-scenes look at how European networks, projects, and organisations work in Brussels.

What you'll be doing

🎨 Designing visuals for social media, websites, and print
📸 Taking photos and videos at events and turning them into stories
📰 Drafting newsletters, press releases, and website content
🌍 Supporting website updates and SEO tasks
🎬 Editing videos and experimenting with creative formats

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✨ Bringing your own ideas to the table — we love fresh perspectives!

Who we're looking for

- A student or recent graduate with a background in **Communications, Marketing, Graphic Design**, or a related field, eligible for a CIP outside compulsory academic placements
- Someone with a good eye for design and a strong visual sense
- Familiarity with **Canva, Adobe Creative Suite (Photoshop, Illustrator, Premiere Pro)**, WordPress, or newsletter tools
- Social media savvy, aware of what works and eager to explore new formats
- Comfortable using AI tools responsibly and creatively
- Excellent command of **English**; French, German, Dutch (Flemish), and other EU languages are a plus
- Someone curious, proactive, open-minded, and eager to learn

No previous professional experience is required. We're particularly interested in people at the beginning of their careers who want to develop their skills through practical experience. Bonus points if you're curious about EU institutions, NGOs, Erasmus+ projects, or European affairs!

Location and availability: This is a Brussels-based hybrid position. Given our intended starting date, priority will be given to candidates already living in Belgium or able to relocate to Belgium and join us in late November 2026.

What we offer

💶 €1,230 net monthly CIP training allowance
🍽️ Meal vouchers worth €10 per eligible working day
🚊 Transport support and a teleworking allowance
🏠 Hybrid working arrangements, combining time in our Brussels office with remote work
📅 An initial six-month CIP agreement (Possibility of extension up to one year, would depend on the applicable rules, the continued training needs, and approval from the competent authority.)
🌎 Exposure to different EU-funded projects and European initiatives, with opportunities to explore topics and activities that match your interests
🎨 Space to experiment, create, and build your professional portfolio, with support from an international team
🤝 Opportunities to attend events, meet professionals, and discover the European ecosystem in Brussels

The apprenticeship will be organised under a Belgian *Convention d'Immersion Professionnelle (CIP)*, a practical training arrangement rather than a standard employment contract.

How to apply

Send us your application to recruitment@evta.eu with the subject line **[EU COMMUNICATIONS ASSISTANT – CIP]**.

We'd like to receive:

- **Your CV**
- **Either a portfolio OR a short motivation letter — your choice!**

If your visuals, videos, or creative projects already speak for themselves, let them do the talking! If you'd rather tell us about your motivation in writing, that's equally welcome.

🗓️ **Application deadline: 10 November 2026, 23:59 (Brussels time)**

🚀 **Expected starting date: Late November 2026**, subject to completion of the required CIP approval process.
Only applications submitted by email will be considered.

GDPR & Equal Opportunities

EVTA processes applicants' personal data in accordance with the European Union General Data Protection Regulation (GDPR) and its Privacy Policy. Personal data submitted during recruitment will be handled securely and used for the purposes of this selection procedure.
EVTA is committed to providing a safe, inclusive, and respectful working environment. We uphold the principles of equal opportunities and non-discrimination in recruitment and daily professional activities.

We welcome applications from people of diverse backgrounds, experiences, and perspectives.