

Junior Communication & Policy Officer (Trainee)

Location : **Brussels, in our EU Representation Office**

Employment contract : **Paid internship - Under *Contrat D'immersion Professionnelle (CIP)***

Line Manager: Advocacy, Policy and Communication Coordinator

Start Date : **ASAP**

About us

World Vision is a global Christian relief, development, and advocacy organisation dedicated to working with children, families and communities to overcome poverty, violence, disaster, and injustice. World Vision has over 31,000 staff in nearly 100 countries. World Vision collaborates with others in pursuit of positively impacting the most vulnerable children, their families, and communities around the world.

The World Vision EU Representation office works to support World Vision's engagements with the institutions of the European Union (EU). The Brussels-based office pursues two main strategic goals:

- To influence key EU decision-makers and political processes so that policies, programmes and funding opportunities of the EU positively impact vulnerable children and their communities.
- To promote and facilitate access by World Vision offices around the world to the funding opportunities provided by the EU.

Purpose

The **Junior Communication & Policy Officer** will focus on communication activities and organisation of events, as well as supporting policy processes. In addition, the Junior Communication & Policy Officer will contribute, with growing level of autonomy during the traineeship, to WV Partnership's relations with European Union institutions and audiences, in order to increase influence, impact, income and intelligence around the child agenda.

Key responsibilities :

- Provide technical and operational support to ensure all communication outputs comply with World Vision branding, child protection standards, communication protocols, and EU visibility requirements.
- Support World Vision EU Representation (WV EUREP) in positioning the organisation as a leading child-focused advocacy, policy and development actor through strategic communication initiatives.
- Assist the Coordinator in developing communication strategies, campaigns, key messages, and communication materials aligned with organisational priorities.
- Contribute to the implementation of WV EUREP communication strategy and related action plans.
- Support the day-to-day management of WV EUREP's digital communication channels, including website updates, social media platforms and content creation.
- Monitor, evaluate and analyse communication activities and their impact to support continuous improvement.

- Assist in the planning, coordination and follow-up of events, meetings and advocacy activities.
- Monitor and analyse EU policies, external aid trends, instruments and modalities/ stakeholder positions, with a focus on children, capturing insights, lessons learned, and intelligence to inform strategic decision-making.
- Capture insights, lessons learned and strategic intelligence to inform decision-making and guide future actions.

Knowledge, Skills and Abilities

- Master's degree in Communication (or other relevant field) and/or previous experience in field relevant to World Vision's mission and communication.
- Good understanding of the functioning of the European Union institutions, development policies; understanding of policies related to children is a plus.
- Experience in digital communications and social media management.
- Strong communication performance monitoring and impact analysis
- Ability to draft communication materials, policy briefs, reports and advocacy content.
- Familiar with analytical and research skills, including policy monitoring and stakeholder analysis.
- Excellent organisational skills, good prioritisation skills and ability to meet deadlines.
- Excellent command of English (written and spoken); knowledge of French is a plus.
- Team spirit and willingness to work in a multicultural environment.
- Commitment to World Vision's mission and values.
- The successful candidate must be legally eligible to work in Belgium

We offer

We offer a varied and **paid 6-month internship** (with the possibility of an extension for an additional 6 months) under a ***Contrat d'Immersion Professionnelle (CIP)***, starting ASAP. **Additional benefits include lunch vouchers and 5 weeks of paid holiday in addition to Belgian public holidays.** You will also benefit from up to 20 days of remote work from abroad.

We are a young, dynamic and inclusive team. Our organisation values personal development, team spirit, and autonomy.

How to Apply

Please send your CV and cover letter to **eulo-info@wvi.org** with the **subject line : "Junior Communication & Policy Officer" by the 31th of May.**

Only shortlisted candidates will be contacted for an interview.