

INTERNSHIP AT EIT FOOD

JOB TITLE:

Communication Internship

[European Institute of Innovation and Technology \(EIT\) Food](#) is a young and fast growing organisation focusing on entrepreneurship and innovation in the food sector. EIT Food is a startup but has characteristics of a multinational and is operating in a European and international environment. It has 5 regional offices (Co-Location Centres or CLC) in Europe, each covering several EIT Food partners and partner countries. The members of the EIT Food community are world-class players in the international food domain.

JOB AND CONTRACT TYPE:

Intern position, duration of the contract is between 3 – 9 months

LOCATION:

(S)he will be based at the Headquarters in Leuven

Some travel within Europe can be expected.

EXPECTED START DATE:

Subject to the current intern positions within EIT Food & availability of the candidate.

MAIN DUTIES/RESPONSIBILITIES:

- Operational support role in the implementation of the communication activities of EIT Food. (among which online communication)
- Brand management support: safeguard that all materials for dissemination and outreach follow the EIT Food brand guidelines to grow a strong brand identity.
- Support in the measurement of communication activities including data analytics and surveys
- Creating, quality checking and sending mass-emails via our tools to the EIT Food stakeholders



- Checking up if our communications are GDPR compliant and following up with the team members where needed
- Helping us manage the merchandise stock (e.g. rollup banners, pens, notebooks, ...) of EIT Food and ensuring our stakeholders receive the necessary items on-time
- Asking multiple price quotes and product offers from suppliers to ensure making the best value-for-money choice |
- Actively liaise with other EIT Food headquarter functions such as Innovation, Business Creation, Education, Finance, Operations, and our regional offices.

Work closely with the the other members of the communication team. Support on ad hoc basis in other areas of communication when required. Ideally, the candidate has:

- A passion for food, innovation and sustainability
- An interest in communication, branding and management
- The ability to write good copy (native English) for our different communication tools/to different communication targets
- Experience with graphic design and video editing software, especially Adobe software
- Knowledge of data analytics and techniques to optimise content distribution e.g. Google analytics, SEO, Facebook Pixel, ...
- The ability to take ownership and initiative to get things done without being asked
- The ability to confidently communicate with our colleagues, partners & suppliers

Bonus points if they:

- Have some experience in food startups or a keen interest in food entrepreneurship
- Previous marketing experience or qualifications, especially digital marketing.

EQUAL OPPORTUNITIES:

EIT Food is an equal opportunity employer, offering each candidate matching the minimum obligatory qualifications and experiences an equal chance in employment and promotion procedures.



DESCRIPTION OF EIT FOOD:

EIT Food is a consortium of over 50 partners from leading businesses, research centres and universities across 13 countries. It is a people-centric and resource-smart transformer of the European food system, driving consumer confidence and improved global health. 2017 is the start-up year of EIT Food. Though a start-up, EIT Food is operating in an international environment and has characteristics of a multinational.

EIT Food's vision is to put Europe at the centre of a global revolution in food innovation and production, and its value in society. EIT Food will engage consumers in the change process, improve nutrition and make the food system more resource-efficient, secure, transparent and trusted.

EIT Food is structured around five Co-Location Centres (CLCs) established in Reading (with partners from the UK, Ireland and Iceland), Warsaw (with partners from Eastern Europe and Nordic countries), Madrid (with partners from Spain, Italy and Israel), Leuven (with partners from Belgium, France and Switzerland) and Munich/Freising (with partners from Germany and the Netherlands).

APPLICATION:

Interested candidates are asked to send their **CV** and **motivation letter** in English in electronic format to jente.schoutens@eitfood.eu. Please state in the description line of the email your name and "Communication Intern".

Shortlisted candidates may be invited for an interview.

Shortlisted candidates may be asked to prove their background, qualifications, skills and experiences by providing relevant documents.
