

Internship: European Cooperation - Project Administration (Very good English level is required)

The University of Poitiers is recruiting an intern as part of the “Alliance of European Universities EC2U” project funded by the European Commission (Erasmus + program 2020-2023) and coordinated by the University of Poitiers, in partnership with the universities of Coimbra (Portugal), Alexandru Ioan Cuza of Iasi (Romania), **Friedrich-Schiller-University Jena (Germany)**, Pavia (Italy), Salamanca (Spain) and Turku (Finland).

Missions

Within the EC2U project coordination team in Poitiers, your main missions will be:

- ✚ Support the implementation of project activities
- ✚ Contribute to the preparation and animation of events, face-to-face or digitally
- ✚ Ensure the follow-up of student projects
- ✚ Proofread and write documents in English
- ✚ Participate in meetings in English

Required profile

Next September, you will prepare a Master’s degree (first or second year). You have a fluent level of English, both oral and written, and a good level of French. You have an interest in European projects. You have great interpersonal and editorial skills. You are autonomous and enjoy working in a dynamic environment.

Duration and Location

From 4 to 6 months, starting in September 2021 in Poitiers, France.

Financial Support

This internship is eligible for funding through Erasmus+ Traineeships. See www.eu-praktikum.de for more information.

Application

Interested applicants can send a CV and a letter of motivation by **22 August 2021** to

Melinda Kolb
EC2U-Koordinatorin | EC2U Coordinator

T +49 3641 9-401 570
E melinda.kolb@uni-jena.de

FRIEDRICH-SCHILLER-UNIVERSITÄT JENA
Internationales Büro | International Office

Fürstengraben 1
07743 Jena