



## COMMUNICATIONS INTERNSHIP

### *FEANTSA - WORKING TOGETHER TO FIGHT HOMELESSNESS IN EUROPE*

**Start date:** early March 2024

**Location:** Brussels

**Type of contract:** full-time (38 hours) compensated internship under Belgian law

**Duration of contract:** 6 months (with the possibility of another 6-month extension)

**Deadline for applications:** 28.01.2024, 23:59 Brussels time

*FEANTSA, the European Federation of National Organisations Working with the Homeless, is an Umbrella organisation with over 130 members across Europe. FEANTSA is the only European NGO focusing specifically on homelessness. We are recruiting a communications assistant who will work closely with the communications officers.*

### PROFILE

- Native or near-native level of English
- Good writing and proofreading skills
- Interest in communications, homelessness and housing
- Eye for detail
- Analytical thinking
- Pro-active worker
- Willing to learn

#### *Advantageous:*

- Knowledge of other EU languages
- Professional/volunteer experience or academic understanding of homelessness
- Previous experience and/or studies in communications
- Basic design skills

### TASKS

The following list should be used as a reference. In no way will the intern be asked to fulfil all the tasks below simultaneously. There will also be a certain flexibility according to the interests and learning objectives of the successful candidate:

- Social media & community management
  - Researching and pro-actively proposing topics for social media posting
  - Drafting and scheduling social media posts
  - Researching and creating appropriate creative material to accompany the post
  - Designing visuals with Canva
  - Intervening in comments where relevant (with help from the Communications officer)
  - Basic video editing

- Reputation management and information research (together with the communications officer)
  - Scanning international media on topics related to FEANTSA's work and on EU political climate
  - Scouting for opportunities (political context, events, etc.) where FEANTSA could try to jump in to get their messages across
- Internal communications:
  - Pro-actively sharing information/content of interest with policy staff and/or the communications officer
- Other tasks:
  - Contributing to the drafting of the monthly newsletter
  - Potential assistance with the organisation of events
  - Website management
  - Proofreading FEANTSA's triannual magazine and documents drafted by the Policy Officers
  - Supporting campaign work when applicable

## TERMS & CONDITIONS

- Start date: early March 2024
- Full-time position (38 hours)
- Internship under Belgian "convention d'immersion professionnelle" (please see <https://www.bruxelles-j.be/travailler/ton-premier-emploi/la-convention-dimmersion-professionnelle/> [in French or Dutch] for explanations)
- Location: FEANTSA Secretariat in Brussels
- Duration of contract: 6 months
- Compensation of €977,50 per month + €49 per month for public transportation

### To apply:

Please send a CV and letter of application in English by 28.01.2024, 23:59 Brussels time to:

*Rocío Urías (she/her), Information and Communications Officer*  
*rocio.urias@feantsa.org*

We regret that only shortlisted candidates will be contacted.