Transparency International EU

The global coalition against corruption

Vacancy: EU Political Integrity – Traineeship

Pia Engelbrecht-Bogdanov · Thursday, June 6th, 2024

Transparency International EU (TI EU) is an international non-profit association under Belgian law (AISBL) based in Brussels (Belgium). We work closely with Transparency International national chapters in over 100 countries worldwide and the International Secretariat (TI-S) based in Berlin.

As part of the global Transparency International movement, TI EU coordinates Transparency International's advocacy toward the EU institutions. The mission of TI EU is to prevent corruption and promote integrity, transparency and accountability in EU institutions, policies and legislation. This will in turn enhance efforts at the national level to fight corruption and promote equality and access to justice for citizens.

We are seeking a highly motivated trainee to assist the office with EU political integrity. This role would touch on all areas of our work assisting in providing on demand policy and research requests from senior team members.

Main function: EU Policy trainee

Starting date: 2 September 2024

Duration: 6 months

Type of contract: Convention d'Immersion Professionelle under Belgian law (38h/week)

Under the legal traineeship scheme used, candidates should be recent graduates or finishing their thesis. **This traineeship cannot provide credit required for a degree or diploma**.

Location: Brussels, Belgium (A mix of teleworking and office-based work is offered)

Traineeship allowance: 1200 EUR gross per month, 10 extra-legal days' holiday, work from home allowance of 148.73 EUR and internet allowance of 20 EUR per month, lunch vouchers amounting to 8 EUR per working day, mobile phone subscription, hospitalisation insurance, private accident insurance, paid sick leave and 100% transport allowance

Key responsibilities:

- Monitor anti-corruption developments and trends
- Conduct desk research and investigative analysis of anti-corruption-relevant information, in

particular data, trends and stakeholders
- Helping to organise presentations on the work of TI, internal meetings and external events
- Assist in the implementation of projects (including support for project management and project reporting)
- Assist the tracking of activities, impact and reporting to external actors
- Overall support to the office, including various administrative tasks
- Perform other ad hoc duties as required

Knowledge, experience, and skills:

- University degree or equivalent experience in European Studies, Economics, Law, Political Sciences, International Relations, Communications or other social science related field
- Excellent knowledge of English (written and spoken) is a requirement.
- Demonstrated knowledge of EU institutions and EU-level policy making
- Experience in policy research and analysis would be a plus
- Excellent organisational skills including proficiency in the use of the Microsoft 365 suite of apps;
- Considerable interest in the work of TI and the field of anti-corruption
- Team-player, practical approach to problem solving and ability to work in a small team in a multi-cultural working environment
- A commitment to the values and goals of Transparency International

Application procedure:

Applications should be submitted in **English** by completing this form and include a **CV and a cover letter**.

The deadline for applications is Sunday **7 July 2024** at 23:59 Brussels time.

Short-listed applicants will be asked to take part in an interview the week of July 15th.

Please note that applicants must have the legal right to reside and work in Belgium.

TI EU is committed to diversity in its staffing, including based on gender, ethnic origin, and disability. We encourage candidates with such diverse backgrounds to apply.

Due to the large number of applications, only short-listed candidates will be contacted.

Unless told by you not to do so, we shall keep your application on file for 6 months after the vacancy has closed. Applications older than 6 months are deleted in line with our implementation of Regulation (EU) 2016/679 on general data protection.

This entry was posted on Thursday, June 6th, 2024 at 10:00 am