

Diesis Network is looking for a new intern to reinforce its **Communication team.**

Based in Brussels, Diesis Network is one of the widest European network specialised in supporting social and solidarity economy and social enterprises in Europe, covering 20 countries through major national federations and support networks associating over 90.000 organisations and 1.2 million workers.

Your role

We are looking for a long term (up to 6 months) Communications intern (still studying) to start in September. This is a great opportunity for a student to join a growing multicultural team and organisation in the process of extending its reach and visibility on topics related to social and solidarity economy and sustainability.

Tasks

The Communications Intern will support on developing digital content (including social media, website, newsletters...) that engages a wide range of audiences and follows Diesis's values, activities, and project. S/he will contribute design and implement Diesis's digital strategies to engage its network members, international partners, and global audiences.

Specific activities will include, but will not be limited to:

- Producing engaging content & graphic materials for communication projects, including reporting
- Assisting with social media, Diesis Network website updates (WordPress) and SEO
- Assisting in communications with project partners, individuals, media, academia, etc.
- Conducting online research mapping media outlets, updating media database and media monitoring reports
- Assisting in event planning and organisation

Additional responsibilities may include:

- Collaborating with different activity fields of Diesis in preparing specific projects
- Handing of administrative tasks as they arise
- Assisting in preparing internal documents (i.e. meeting minutes and other materials)

Requirements

We are looking for a student in Graphic Design, Communications, Journalism, Digital Media, etc. A priority will be given to highly motivated and convincing candidates. Interns must be able to commit to at least 3 months, and preferably longer.

We are looking for an intern who is:

- familiar with Adobe Creative Suite (Premiere, InDesign), MailChimp, Canva, and Microsoft Office (Word, Outlook, Excel, PowerPoint)
- familiar setting up video conferences and virtual meetings (Zoom, Teams)
- committed, enthusiastic, and passionate about Diesis Network's missions and values

- able to collaborate with a multicultural team, across multiple projects
- able to work independently, with a positive and flexible attitude
- creative and motivated to propose new ideas, and to question the status quo with confidence
- versatile and confident when communicating on all levels
- fluency or familiarity with languages in addition to English

Job conditions

Trainees typically enjoy the following:

- multicultural workplace in the heart of Brussels - possibility of homeworking (following the COVID rules)
- a chance to learn from dedicated professionals
- opportunity to participate to European meetings and conferences organised by Diesis Network and other European stakeholders

If you are ready to work in a fast-moving, international environment, please send your detailed CV and cover letter (in English – 1 page maximum each) in electronic format (PDF) at: diesis@diesis.coop. You may be invited for a couple of interviews.

Application deadline: 10.09.2021

Interviews: between 13.09.2021 and 17.09.2021

Starting: September 2021

