

Vacancy for a Student Trainee for Research in Brussels

Are you interested in gaining knowledge about European research, innovation and education? Do you want to acquire international work experience in a small and dynamic Swiss team abroad? Are you eager to acquire experience in intercultural competences in Brussels, the thrilling heart of Europe? If yes, do not hesitate to apply for this student traineeship at **SwissCore** now!

Who are we?

SwissCore in Brussels was founded in 1995 in order to bridge between Swiss and European knowledge landscapes and to support Swiss participation in the research, education and innovation programmes of the European Union. We act as an information, networking and training office for Swiss and European actors in the mentioned fields. We informally represent the Swiss knowledge community towards European institutions and Brussels-based interest groups. We are co-funded by the Swiss National Science Foundation (SNSF), the State Secretariat for Education, Research and Innovation (SERI) and the Commission for Technology and Innovation (CTI).

What will you learn and do?

You will learn about European policy, programmes and institutions in innovation and education in general and in research in particular. As junior member of our team, you will contribute fully to every-day operations. Your tasks include collecting and processing intelligence, (co-) organising and participating in events, (co-) organising visits and receiving delegations as well as writing articles and reports. Practical on-the-job work experience (50%) will be combined with assisting the office in the coordination of a project in the area of European policy for research infrastructures.

Who are we looking for?

We are looking for a motivated and eager student completing a master at a Swiss higher education institution in any discipline, interested in and committed to European integration and cooperation. You should have affinity with research, innovation and education. In particular, you should be interested in Swiss and European research policies and programmes. Since writing makes for a large part of your work, you should be fluent in English, French and/or German written as well as orally. Familiarity with MS Office and IT in general is strictly requested. We are particularly looking for an investigative mind and a dedicated worker who enjoys flexible teamwork.

What do we offer?

- varied and dedicated work experience within a multi-cultural and open setting;
- six months fulltime traineeship starting 1 February 2017 in the heart of Brussels;
- possibility to negotiate about combining the traineeship with writing your master thesis;
- supervision and mentoring by a senior staff member with attention for personal development;
- monthly remuneration.

If you are interested, please send your motivation letter, *curriculum vitae* and an English written paper to Florence Balthasar, Co-Head of Office, at infodesk@swisscore.org. Deadline for submitting your application is 28 October 2016.

Please feel free to contact us if you need further information at +32 2 549 09 80.