

The Secretariat of IPIFF - the EU umbrella organisation representing stakeholders active across the insect production value chains

*is recruiting a Media & Communication Trainee (m/f).*

#### **Background information**

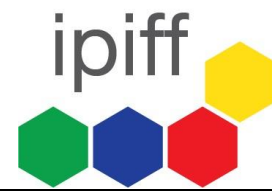
Are you keen on gaining valuable experience in the area of communication while working for an innovative and dynamic sector at European level?

The International Platform of Insects for Food and Feed (IPIFF) is looking for a highly motivated **Trainee** to reinforce its Secretariat in Brussels. **IPIFF** is a non-governmental organisation set up to represent the insect production sector at EU level. Its membership includes 58 members, representing insect producing companies and research centres specialised in insect production for food and/or feed applications. IPIFF's mission is to promote the use of insects and insect-derived products as top tier source of nutrients for human consumption and animal feed.

#### **Main functions:**

##### **You will...**

- Contribute to the development and implementation of IPIFF communication and media strategies and manage our communication tools (e.g. website, newsletters, social media accounts) to increase the visibility of the insect sector towards the general public.
- In collaboration with the Communication Manager and other staff Members, prepare position papers, fact sheets, press releases and/or organise communication events.
- Create and or assist in the production of other communications materials such as flyers, banners and brochures.
- Liaise, maintain and strengthen links with international media in Brussels to promote the work of IPIFF and to better position the organisation as a point of reference for insect for food and/or feed.
- Monitor European and international policy developments, including through attendance to external events, that are relevant for the association.
- Execute other tasks in support of the day to day management of the Secretariat (support the preparation of meetings, reporting activities).



**Education and skills:**

- University degree (Bachelor's or Master's degree) in communication, public relations, journalism, political sciences, EU law, food science, agronomy, veterinary/entomology or related disciplines.
- A native English speaker or equivalent level, both written and spoken. Fluency in other European Union languages is an advantage.
- Demonstrated high competency as a writer and editor in English.
- Knowledge of graphic design, web, social media and/or video production is an asset.
- Excellent communication, presentation and interpersonal skills as well as strong creative thinking.
- Ability to learn and develop within a fast-paced working environment.
- High degree of attention to detail and commitment to quality.

**Experience:**

- Proven professional experience (e.g. traineeship) in positions with tasks closely related to the ones described above is a strong asset.
- Previous professional experience in the EU institutions, international organisations, NGOs or trade associations is an asset (not a prerequisite).
- Interest in and/or previous knowledge of EU policies and/or EU agri-food policies and/or legislation is also an advantage.

**What we offer:**

- A six-month traineeship (starting date between 1st and 31st March 2020 - to be discussed with the selected candidate).
- A stipend of 1.000 €/month gross will be allocated for the duration of the traineeship.
- Opportunities for signing a full-time employment contract at the end of the traineeship period.

**HOW TO APPLY:**

Please send your application (CV and motivation letter in English - maximum two pages per file) to Mr Christophe Derrien by e-mail ([Christophe.derrien@ipiff.org](mailto:Christophe.derrien@ipiff.org)) by **14 February 2020**. The application has to be sent in a pdf, using the format LastName\_FirstName\_CV and LastName\_FirstName\_Letter.

Interviews will be organised in Brussels on **Monday 17 February 2020**. Please note that only shortlisted candidates will be contacted for an interview.