

Vacancy: Communications Trainee

Experience: up to 1 year

Location: Brussels

About Specialised Nutrition Europe (SNE)

Specialised Nutrition Europe (SNE) is the voice of the specialised nutrition industry in Europe. Specialised nutrition is tailored-made dietary solutions for populations with very specific nutritional needs. These include infants and young children, patients under medical supervision, sportspeople, overweight and obese consumers, and those suffering from coeliac disease. With 19 national associations as members across Europe, a Brussels-based team and a network of top-notch experts, SNE interacts with stakeholders across Europe and beyond.

Position

The Communications Trainee will:

- **Create Content:** assist in developing engaging and informative content for various communication channels, including social media, SNE website, newsletter, and press releases. This includes writing, editing, proofreading, and helping to ensure consistent messaging of our association.
- **Manage Social Media:** help to manage our social media platforms (Twitter & LinkedIn), including content scheduling, monitoring engagement and identifying trends and opportunities for increased visibility.
- **Improve Internal Communications:** contribute to internal communication initiatives (e. g. newsletter, extranet postings).
- **Manage Communication Campaigns:** support and/ or manage communications campaigns (e. g. infographic, video).
- **Support Events:** assist in promoting and coordinating association events/ webinars.
- **Support the SNE Team** with daily administrative tasks (e. g. book meeting rooms, lunch deliveries & restaurants for meetings).

Profile

- You are probably close to finalizing/ have finalized your university studies in communications, public affairs, journalism, law or a related discipline.
- You must have very strong written and verbal communication skills in English. Other languages – especially French – are a plus.
- You must be familiar with communication digital tools and platforms: Experience with social media and social media management tools, content management systems, and graphic design tools.
- You must have excellent interpersonal skills and the ability to engage with a variety of internal and external stakeholders.
- You are familiar with the functioning of the EU and its institutions, as well as the food and/ or nutrition industries.
- Independent work style, service-minded, ability to multi-task and attention to detail.
- Advanced end user IT skills.

Offer

- 4-6 months contract, preferably 'immersion professionnelle' under Belgian law, with a corresponding 'indemnity'.or a similar compensation.
- Opportunity to work in a respected European trade association in a highly dynamic and multicultural environment.
- Position based in Brussels with the option for some home working.

Application

Candidates are invited to submit their CV and motivation letter to s@specialisednutritioneurope.eu with the title "Application Communications Intern + your name". Applications which do not follow these guidelines and are, for example, only submitted via LinkedIn, will not be taken into account.

Deadline for applications: 10 August 2023