

Job Title: Policy & Events Assistant (Intern CIP Contract)

Location: Brussels, Belgium. All genders and nationalities welcome

Contract Type: CIP Contract Internship (6 months) **Start Date:** From August 2026

About EUMICON

EUMICON is a European-wide platform that brings together stakeholders from the mineral resources and metals industries to discuss and promote sustainable European raw materials value chains. Through high-level conferences, workshops, and dialogues, EUMICON raises awareness of the challenges facing the sector and fosters stakeholder engagement to support a competitive European industry.

EUMICON is currently looking for an intern who wants to move the first steps in the field of policy and events in the European bubble.

What we are looking for:

- Drafting written materials, including briefing documents, social media posts, articles, Q&A documents and event reports.
- Monitoring and reporting on media activity related to EU policies, raw materials, and sustainability topics.
- Managing internal communication channels, such as webinars, and staff mailings.
- Keeping the network contact list updated and tracking key developments in the industry.
- Assisting in the planning and execution of high-level meetings and events, both online and in person.
- Attending EU-related events and supporting the coordination of meetings involving policymakers, MEPs, industry leaders, and media professionals.
- Providing input into strategic stakeholder engagement initiatives to strengthen EUMICON's role in the EU policy landscape.

Qualifications and Skills:

- University degree in a relevant field.
- Strong command of English (French and German is an advantage).
- Proficiency in MS Office Suite, particularly Word and Excel
- Excellent communication, organisational, and problem-solving abilities.
- Ability to work under pressure and meet tight deadlines.
- Creativity, flexibility, and an open-minded approach.
- Interest in raw materials, energy, sustainability, or EU industry topics.
- Proactive attitude with strong motivation to learn and contribute.

What We Offer:

- Experience in policy, communications, and event management within the EU landscape.
- Opportunity to contribute to the EU sustainability and climate agenda.
- Networking opportunities with policymakers, industry representatives, and media professionals.
- A dynamic and collaborative work environment with exposure to high-level EU events.
- Additional benefits can be discussed and finalised upon agreement.

Interested candidates are asked to submit their applications, consisting of cover letter and recent CV to europa@eumicon.com by Friday 26 June COB.