



## COMECE INTERNSHIP PROGRAMME (2021-2022)

The Commission of the Bishops' Conferences of the European Union (COMECE) represents the Catholic Church in the EU Member States vis-à-vis the European institutions. Founded 40 years ago with the mission of closely following the integration process of Europe, it monitors legislative and policy measures being taken at EU level. COMECE maintains an open dialogue between the Church in Europe represented by the Bishops' Conferences, and the EU institutions, mainly the Council, the Parliament and the Commission. Our Secretariat headquarters are in Brussels and our staff is composed of around 15 persons who carry out the day-to-day work and are accountable to the plenary assembly formed by Bishops delegated by the Bishops' Conferences of the European Union.

COMECE offers internships to individuals with a keen interest in the mission of the Catholic Church in Europe and who want to improve their understanding of the EU policy and decision-making processes and their advocacy skills.

Our interns work in close contact with one (or more) of COMECE's policy advisors who will function as her/his tutor, under the supervision of the General Secretary. The intern will work on one or more of the dossiers being followed by their supervisor, namely: Social Affairs, Youth policies, Legal Affairs, Migration and Asylum, Ecology, Fundamental Rights, External Relations, Religious Freedom, Education and Culture, Ethics, Media and Communication.

The placement is planned for a duration of minimum 5 months: October-February or March-July. It is compatible with other formation programs in other institutions in Brussels, such as the European Leadership Programme (ELP) of the Jesuit European Social Centre (JESC).

### What are the requirements to apply?

- University studies in Political Sciences, International Relations, Public Affairs, Law, Economics or Media and Communication.
- Excellent written and spoken English (CEFR Level: C1 - Advanced Knowledge) and another EU language. A third EU language - particularly Italian, French or German - is an asset.
- Passionate about the Mission of the Church and the policy, legal or communication area in which she/he will be working for.
- Experience, or willingness to learn, about the European integration process and the functioning of EU institutions.
- Strong computer skills, especially in the use of Microsoft 365 tools.
- Well-organised, practical-minded and able to prioritise a busy and varied workload.

- Able to work in a team.
- The candidate must be citizen of a Member state of the EU or a foreigner legally residing in the EU.

### **What are the benefits of an internship at COMECE?**

Thanks to the internship at COMECE, the selected intern will have the chance to:

- Understand and live the mission of the Catholic Church in the EU as well as the policy-making processes and dynamics between the EU institutions (Parliament, Council, Commission) and the Church.
- Gain a thorough insight into the legal and policy areas at the EU level in which she/he will work.
- Benefit from internal and external training opportunities, whenever possible.
- Experience high-profile events first-hand.
- Create a network of contacts of Church dignitaries, high level EU officials and policy makers and people working in Brussels-based organizations, Catholic NGOs, etc.
- Work in a multinational and dynamic team.

### **What do we offer?**

- Accommodation, financial and other compensations will be discussed, offered and agreed on a personal basis, according to the individual circumstances of the candidate selected and the working situation in Belgium affected by the COVID-19 pandemic. The internship can also be performed in agreement with the Programme Erasmus+ Key Action 103).

### **How do I apply?**

Send an e-mail to the Secretary General, Fr. Manuel Barrios, [sg@comece.eu](mailto:sg@comece.eu), with your CV and a motivation letter by 21st February 2021. A reference letter by a member of the Catholic Church may be requested during the selection process. If deemed useful, COMECE will arrange a psychological exam and an interview with the candidates.

### **Where will I work?**

Depending on the measures taken by Belgian authorities to fight the COVID-19 pandemic, work will be from home or in the COMECE premises in Brussels, Belgium. On occasional basis, when this becomes possible again, travels to Strasbourg or another European city may be requested.