

PUBLIC AFFAIRS INTERNSHIP

A.I.S.E. job opening

July 2024

A.I.S.E., the European detergents & maintenance products industry association, is opening a 6-month position for an Intern in the Public Affairs department to join its permanent staff of 20 multicultural and dynamic professionals in Brussels. Under the supervision of the Senior Public Affairs Manager, the Intern will support the work of the department by monitoring relevant policy and legislative developments, organising political outreach and drafting policy and position papers in the areas of interest of the association. The work is intended to be cross-cutting across other departments of the association, such as Technical & Regulatory Affairs, Sustainability and Communications.

Your responsibilities

- *Political Outreach and Public Affairs*
 - o Mapping relevant MEPs in the European Parliament and support the coordination of the outreach aimed at setting meetings to present association priorities;
 - o Supporting the coordination of advocacy activities with the Council and European Commission;
- *Advocacy*
 - o Providing support in drafting policy and position papers on advocacy activities of the association.
 - o Supporting the Senior Public Affairs Manager in the work of the Public Affairs Committee: preparing and attending meetings, follow-up actions, relations with members, etc.
 - o Participation at external events and meetings.
 - o Supporting the organization of A.I.S.E. end of the year event taking place at the European Parliament.

Your profile

- Advanced university level education (ie. Masters) in political science, European affairs, law, or equivalent
- Initial experience (previous internships) with good knowledge of the EU legislative process
- Previous traineeship in the European Parliament (ENVI, IMCO, ITRE Committee) or the European Commission (DG ENV, GROW, JUST) is a plus
- Broad understanding of one or more of the following policies is considered an asset: sustainability/Circular Economy policy, EU chemicals policy, internal market, consumer policy
- Experience in event management is a plus
- Personal confidence, able to take initiative and demonstrate a proactive approach to taking on tasks
- Excellent communication skills, in particular written English
- Good organisation skills, flexibility, ability to work independently as well with team colleagues and under time pressure

What we offer:

- A 6-months' "Convention d'Immersion Professionnelle" (Internship contract)
- Monthly remuneration 1500 EUR
- Public transport + lunch vouchers
- Potential travel to Strasbourg
- You will be working in a dynamic association with a broad network;
- Professional growth opportunities within the association.

Applications

Please provide your CV with a short motivation letter **by 5 August** to Majlinda.Cobaj, (majlinda.cobaj[at]aise.eu). Due to the expected high number of applications, only short-listed candidates will be contacted. Interesting candidates will be called for first interviews during the week of 19-23 August. Second interviews will be held during the week 26-30 August. The internship is expected to start mid-September 2024. The candidate should be prepared to work in the offices in Brussels.

About A.I.S.E.

A.I.S.E. represents the detergents & maintenance products industry in Europe. Based in Brussels, A.I.S.E. has been the voice of the industry to EU regulators since 1952. **Membership consists of 29 national associations across Europe, 19 corporate members and 23 value chain partners.** Through this extensive network, A.I.S.E. represents **over 900 companies** supplying household and professional cleaning products and services across Europe.

The industry is a substantial contributor to the European economy with an annual market value of **€45,5 billion**, directly employing 95 000 and 360 000 throughout the value chain. A.I.S.E. has a long history in leading voluntary industry initiatives that focus on sustainable design, manufacturing and consumption, product safety and safe use of products by consumers and professional customers.

All applications will be handled confidentially.

By sending your CV for the purpose of applying to this position, you understand and agree that said CV and the personal information contained herein or that you shall provide during the selection process, (interviews, emails, etc), including an external consultant, shall be processed by the association with a view to assess your candidacy for the open positions as well as building up a recruitment reserve for future positions. Such processing is justified by the legitimate interest of the association. The data shall not be held longer than necessary and in any case not more than 1 year. [Unless if you are hired in which case your CV shall be held in the data base relating to your employment.] You have the right to obtain without any costs and at any time access to your personal data, to correct it, erase it, limit their use, oppose to the processing or request the portability of the data. You have the right to file a complaint to the data privacy commission. You hereby certify that the data are accurate and consent to the extent allowed by law to a pre-employment background check by the association and seeking references to confirm the data provided.