Climate Action Network (CAN) Europe is Europe’s largest coalition working on climate and energy issues. With over 185 member organisations in more than 38 European countries - representing over 40 million citizens - CAN Europe works to prevent dangerous climate change and promote sustainable climate and energy policy in Europe.

CAN Europe’s Secretariat represents and guides the Network. It is one of the most active organisations engaged in lobbying and advocacy among the EU decision makers in Brussels. Its team is a group of dynamic and effective policy experts, combining enthusiasm and commitment to environmental protection with strong belief in the power of science and evidence in policymaking.

CAN Europe’s Secretariat is currently seeking a dynamic individual with a demonstrated interest in network development, youth engagement and mobilisation and passionate about climate and energy issues to gain professional experience in the Network Development team. The position is full time and based in Brussels.

The intern’s responsibilities will include the following tasks:

Network Development:

1. Support the delivery of the Spring General Assembly. Some of the tasks involve:
   a. Organise a poster exhibition with our members
   b. General Assembly program layout in the Members Digital Platform
   c. Assistance on different providers & venues standard checking and arrangements
   d. Assistance in speakers outreach when needed
   e. Assistance in coordinating with members on logistic needs, financial requests, etc

2. Mapping our internal ecosystem for the Network & Development team: with a focus on our current members and their place in the Network;

Mobilisation and youth engagement:

1. Help build a strong network of (youth and) mobilisers by actively engaging the CAN Europe Mobilisation working group. Towards this end you will help set up strategic
Mobilisation calls and regularly reach out to this network with news, opportunities or information about youth work or mobilisations;

2. Actively take on tasks identified in the youth engagement and mobilisation strategy.

**Ad hoc support:**

- Assist in ClimAct activities, one of our biggest projects focused on climate change, gender and youth funded by the European Union in which we develop a youth training programme;
- Planning, organising and facilitating (online) strategic meetings;
- Draft and send emails to large emailing lists;
- Further research or support as required.

**The ideal candidate will have the following attributes:**

1. Demonstrated interest in the mission and values of CAN Europe;
2. Relevant professional experience and/or academic background;
3. Excellent written and oral communication skills (English, any other European language is a bonus);
4. Proactive and ability to strategically consider and place engagement and mobilisation ideas in the scope of our work;
5. Knowledge of HubSpot and MailChimp is considered a strong asset;
6. Ability to prioritise and manage diverse tasks, meeting deadlines while maintaining high quality work standards;
7. Participating and accompanying CAN Europe Network & Development colleagues in their coordination and engagement/mobilisation work;
8. Comfortable with teleworking and strong (online) organisational skills.

**With this opportunity, we offer:**

1. A temporary contract of 6 months with compensation “convention d’immersion professionnelle” under Belgian law;
2. An exciting and highly motivating working environment;
3. A paid internship in an open and stimulating organisation;
4. Valuable professional experience;
5. An introduction to a vast network of European NGOs.

**How to apply:**

Please send an email with an attached CV and a concise letter in English explaining your background and your motivation for the specific position to: **internships@caneurope.org** with subject line “Network Development & Mobilisation Engagement Assistant” Only candidates selected for interview will be contacted. Thank you for your understanding.

Interviews will be conducted in English.

**Closing date for applications:** **Thursday 17th March 2022**
Interviews to be conducted: **Week beginning Monday 21st March 2022**

Expected start date: as soon as possible