

## Policy Assistant Traineeship – Energy and Environment

**Closing date for applications:** 20.01.2025

**Location:** Brussels

**Hours:** Full time

**Starting date:** as soon as possible

### About CLERENS

CLERENS is a leading public affairs and communications consultancy based in Brussels, specialised in advocacy, political and regulatory risk assessment, public funding and strategic communications. CLERENS consultants have an in-depth expertise in energy, environment, climate and mobility.

### Position summary

The Policy Assistant will support the work of the Policy Officer for ESWET (the European Suppliers of Waste-to-Energy Technology), a trade association which aims to foster the development and dissemination of the Waste-to-Energy technology. The trainee will be actively involved in ESWET's activities which range from responding to proposed European legislation with position papers and lobbying campaigns, through to organising informative events and holding private meetings with policymakers.

### Main Duties:

As a full-time intern within ESWET, your main responsibilities will include, but will not be limited to:

- Monitoring the latest EU policy and legislative developments in Environment and Energy;
- Conducting research and preparing notes and positions for the association;
- Preparing and participating in conferences, workshops and networking events;
- Assisting with various internal committee meetings and performing various administrative tasks.

### Requirements and competencies:

- University or advanced degree;
- Interest in Environment and Energy issues;
- Fluency in English is a prerequisite; good command of German/French or any additional EU languages is an asset;
- General knowledge of the EU institutions;
- Good IT skills, primarily Microsoft Office;
- Ability to take initiative and organise your work autonomously;
- Strong analytical, organisational and communication skills;
- Ability to learn fast and work on a wide range of issues.

We offer a remunerated traineeship in a stimulating, friendly, and dynamic international environment for a period of 6 months.

Please send a motivation letter and CV in English of max. 1 page each to: [jobs@eswet.eu](mailto:jobs@eswet.eu).

Applications will be reviewed continuously upon arrival; therefore, it is advisable to apply as soon as possible.