



Policy Assistant Convention d'immersion professionnelle (CIP) internship

Closing date for applications: 30th November 2026

Location: Brussels

Hours: Full time

Starting date: Beginning of January 2027

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 in-depth expertise in energy, environment, climate, and mobility.

Our People

We are a multinational and multilingual team of consultants coming from different backgrounds, sectors, and disciplines. We are committed to offering our clients fresh strategic thinking and excellent networks.

Position Summary

This internship in the policy team offers a great opportunity to gain valuable work experience in European Union (EU) affairs, energy, and environmental issues. Besides learning about energy storage and the energy sector, the trainee will gain insight into association management and will have the chance to work in a dynamic and international team.

Main Duties:

- Conducting comparative research on EU and Member State policies and regulation in the energy sector;
- Monitoring the latest European news/activities related to EU energy, research and innovation (R&I), climate change, and environmental policies;
- Supporting the policy team in the drafting of position papers, press releases, and presentations;
- Preparing for and participating in conferences, workshops, and networking events gathering key EU policymakers and stakeholders;
- Assisting with internal committee meetings and teleconferences; supporting the organisation of Working Groups;
- Supporting the client's team in its day-to-day operations;
- Performing various administrative tasks.

Requirements and competencies:

- Strong interest in the EU energy sector;
- University or advanced degree, preferably in the field of Social Sciences (Political Science, International Relations, EU Studies, Law);

- Fluency in English (English is the working language of the office; other languages are a plus);
- Knowledge of EU institutions and their workings;
- Ability to take initiative and plan work independently to meet deadlines;
- A positive attitude, flexibility, a team-oriented approach, and a sense of humour.

We Offer

- **We offer a six-month traineeship under the Convention d'immersion professionnelle (CIP) framework, with a monthly net allowance of €1,116.90, subject to indexation. Candidates must be eligible for a CIP.**
- Possibility to work from home in Belgium 2 days a week;
- A stimulating and dynamic international environment;
- Opportunities to develop skills and understanding of the fast-moving EU energy sector.

To apply, please send a **motivation letter** and **CV** (max. 1 page each) by e-mail in **English** to **Eftychia Michailidou, HR Manager**, at jobs@clerens.eu, noting "**Application – Policy Assistant**" in the subject line. Due to the expected high number of applications, only short-listed candidates will be contacted for interviews.

Applications are reviewed as they are received, so candidates are encouraged to apply as soon as possible.