

Application deadline: 28 March 2021

Innovation internship

ABOUT EIT URBAN MOBILITY

EIT Urban Mobility, supported by the European Institute of Innovation and Technology (EIT), acts to accelerate positive change on mobility to make urban spaces more liveable.

EIT Urban Mobility is an initiative of the European Institute of Innovation and Technology (EIT). Since January 2019 we have been working to encourage positive changes in the way people move around cities in order to make them more liveable places. We aim to become the largest European initiative transforming urban mobility. Co-funding of up to € 400 million (2020-2026) from the EIT, a body of the European Union, will help make this happen.

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|  | <p>We create systemic solutions that will move more people around the city more efficiently and free up public space.</p> |
|  | <p>We bring all key players in urban mobility together to avoid fragmentation and achieve more.</p> |
|  | <p>We engage cities and citizens from the word go, giving them the opportunity to become true agents of change.</p> |

In order to support the vision of creating more liveable urban spaces, EIT Urban Mobility is looking for an intern for the Innovation department. The intern will support the team during the phase of consolidation of the department due to the rapid growth of its activity. The Innovation team is responsible for the continuing development of the Innovation portfolio, monitoring programmes, driving excellence, and providing quality support and service to our Innovation partners. The Innovation team has five Innovation Officers located in Innovation Hubs across Europe and three staff members in the headquarters.

MAIN TASKS

Tasks and responsibilities include:

- Support in planning and holding events (e.g. drafting invitations, setting up and tracking registrations, support in organisational aspects -either online or physical-, and reporting).



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- Support in tracking of funding opportunities for different thematic topics: creating and maintaining databases and supporting on populating them as required in collaboration with Innovation team.
- Support in developing communications strategy including e.g. liaison between Innovation Team, IT and Comms, and developing and tracking implementation of communication strategy (web pages, social media, supporting the development of texts).

EDUCATION, EXPERIENCE and KEY SKILLS:

- Experience with events and communications (planning and holding events, digitally competent, meticulous planning and follow up of tasks)
- Basic knowledge of EU funding programmes and some experience in scanning and tracking of activities and processes. Creation of slide decks, presentations and minuting of meetings.
- High working level of English written and spoken.

CONTRACT TYPE

- 9 months Full-time internship agreement or “contrato de prácticas”.
- Gross monthly salary: 1 450 EUR

LOCATION

- Barcelona

APPLICATION PROCESS

EIT Urban Mobility is an equal opportunity employer and values diversity. To build a strong digital Europe that works for everyone it is vital that we have diverse range of skills, knowledge, and experience in the sector. Therefore, we welcome applications from anyone who meets the above criteria and encourage applications from women, ethnic minorities, and other underrepresented groups.

- To apply for this internship, please send a full application form consisting of a letter of motivation highlighting how your skills or experience matches the internship requirements and a current curriculum vitae to internship@eiturbanmobility.eu
- Save the files as “Partner Helpdesk Service Internship - First Name Last Name” in PDF format.

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Data Protection Disclaimer

Your personal data will be processed with utmost care by the EIT KIC URBAN MOBILITY, S.L. or its subsidiaries.

The said processing will allow us to manage the recruitment of the offered positions, and more specifically:

- to enable you to submit your CV to apply for specific internships;
- to match your details with the internship vacancies and to eventually contact you;
- to retain your details and notify you about future internship opportunities similar to the specific role for which you have contacted us;
- to answer your enquiries.

You can exercise your data protection rights, writing to recruitment@eiturbanmobility.eu.

You may find further information in the full GDPR Compliance privacy note for applicants available [here](#).

