




Application deadline: DEADLINE EXTENDED to 31 July 2021

# E-Learning Platform and Content Production 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.

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

## ABOUT EIT UM ACADEMY

Our Academy is a collaborative arena for lifelong learning, helping to build critical capabilities for innovation and transformation. We are training the next generation of urban mobility practitioners, needed by the urban mobility ecosystem of the future.

Our programmes are intersectoral, interdisciplinary, international, and entrepreneurial.

Funded by the European Union



Within the Academy, the Competence Hub offers intensive programmes on hot topics in urban mobility and transport to work with professionals from different sectors, such as project managers, engineers, city executives and entrepreneurs, co-created by our partners in various locations in Europe. This lifelong learning initiative uses a variety of formats including light online material in a web-TV channel, online courses, in-project training, and co-creation work, as well as more conventional face-to-face seminars. It aims to train 50,000 people per year and to reach a total of 500,000 people per year through its online offers.

The different types of learning experiences we provide are the following:

- **EIT Urban Mobility Academy WebTV:** The WebTV is a compilation of short videos (2 to 5 minutes) produced and diffused on a regular basis. The aim of the WebTV is to connect with a high volume of urban mobility professionals from all sectors, by producing videos that provide short/introductory answers to the many questions they ask themselves when facing new professional challenges or responsibilities.
- **Short Free Online Courses (SFOCs):** The short online courses (30 minutes to 3 hours) are developed around the WebTV topics that gain most attraction or sustainable mobility topics for professionals that are not covered by existing training programmes and institutions. These courses provide compelling introductory learning contents on important urban mobility issues, trends, tools, etc.
- **Massive Open Online Courses (MOOCs):** We also offers a second category of online courses, our “MOOCs for professionals” (10 to 20 hours to fully complete, over a period of a few weeks/months). These longer and more comprehensive online trainings provide more advanced, detailed and academically rigorous content and training activities, yet maintaining a strong hands-on and applied focus that urban mobility professionals are looking for.
- **Face-to-face synchronous courses (F2F):** These courses can either be on site, online or blended, and are custom-built for specific organisations or communities of learners. They are made available at a cost and are designed to be replicated/scaled all over Europe. We build them in collaboration with leading European universities, research centres, consultancy firms and experts.

More information on the Competence Hub: <https://www.eiturbanmobility.eu/competence-hub/>

## MAIN TASKS

The **E-learning Platform can Content-Production intern** will report to the Head of the Competence Hub and work in close relation with the E-learning Course Manager and the Web-TV/Media Content Planner. You will be involved in activities such as:

- Administrating our e-learning platform. The current learning platform we are using is a Moodle-based LMS. This platform is currently hosting all our SFOCs except for the 2 “Free Visualisation Tools” SFOCs: <https://www.eiturbanmobility.eu/competence-hub/e-learning-courses-competence-hub/>. We also hold an account on FutureLearn which currently hosts our “Transforming Urban Mobility” MOOC. New e-learning courses are being developed on both platforms.

Your role will include overseeing current courses and uploading new courses on the Moodle platform, as well as operating this platform on a daily basis (interaction with participants, the e-learning agencies we work with, participant data-analytics, user experience, etc.). You will also support our partners/providers in producing and uploading learning content on FutureLearn, whenever necessary. Finally, you will support our E-learning Manager in improving our E-learning platform experience by developing/implementing new functionalities and possibly identifying new LMS platforms and e-learning providers to work with.

- Supervising the production of any kind of digital content (text, video, audio, interactive) for all our courses. Your role will be support our partners/providers across Europe in producing quality educational content, by providing technical guidance and ensuring that our quality standards and guidelines are followed during production and postproduction. You will also support the production of the digital content we develop in-house (WebTV videos, interviews, promotional content and other media assets). You will have the responsibility of handling/operating our media kits (one studio kit and 4 portable video kits) and their inventory.
- Day-to-day progress monitoring of specific WebTV projects developed by our partners/subcontractors. Regular reporting on the progress of these projects, the fulfilment of deadlines, the production of output, issuance of the deliverables and the consumption of resources. You will also support these partners/subcontractors to make sure they are able to deliver in accordance with our quality, budget, and deadline requirements.
- Supporting the Competence Hub team in its commercial/marketing activities by tracking the promotional digital content that is produced by our partners and ourselves, on the different social networks (Youtube, LinkedIn, etc.) and promotional channels available on the market.
- Supporting the Competence Hub team in its reporting activities to EIT.

## REQUIRED KEY QUALIFICATIONS, EXPERIENCE AND SKILLS

### Qualifications:

- IT Degree or equivalent working experience.

### Experience:

- Previous working experience(s) in managing e-learning courses and operating LMS platforms.
- Previous working experience(s) in the production of video and digital content, ideally for learning purposes.



**Skills:**

- IT/Technical knowledge: e-learning content/module management, video/media production, customer database management, web development (Wordpress, Moodle), UX, etc.
- Strong organizational, and project-management skills, particularly in a media production environment.
- Organised, committed, proactive, trustworthy, accurate and respect of timelines and deadlines.
- A positive and 'can-do' mindset, curious to learn.
- Motivation to work in fast-moving, innovative, and sometimes ambiguous environments.
- Team player who can work independently.

**ELIGIBILITY**

- Nationality: be able to work in Spain.
- Excellent written and spoken English (C1).
- One or more additional European languages preferred however not required.

**CONTRACT TYPE**

- 1 year full-time internship agreement or “contrato de prácticas”.
- Possibility to homework.

**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](mailto:internship@eiturbanmobility.eu)

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- Save the files as “E-Learning Platform and Content Production 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 jobs/internships;
- to match your details with the job/internship vacancies and to eventually contact you;
- to retain your details and notify you about future job/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](mailto:recruitment@eiturbanmobility.eu).

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

