

Application deadline: 16 July 2021

Events 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 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>

The **Events intern** will be part of the Communications and EU Affairs team of EIT Urban Mobility.

Events are an important component of EIT Urban Mobility’s communications strategy and play a pivotal role and channel for disseminating the success and impact of EIT Urban Mobility.

The **Events intern** will support the Events Manager with the planning and execution of the events to ensure appropriate content, messaging, speakers and attendees.



TASKS AND RESPONSABILITIES

- Assists with event coordination, facilitation, concepts & marketing of the events
- Schedules featured guests to speak at events
- Supports in managing events from conception to implementation
- Supports with managing & coordinating service providers contracts to include time of arrival, setup, & breakdown (e.g. design and building of exposition booths)
- Develops detailed “run of show” schedules for major events
- Assists with registration of attendees (including creating name badges, names on tent cards, seating assignments, etc)
- Provides innovative solutions to help solve issues as they arise
- Supports during the event in all areas where needed for a smooth implementation of the event
- Supports in debriefing/reporting of events
- Big plus if event experience

CONTRACT TYPE

- Full time “internship” or “contrato de prácticas” for 6 months
- Starting date: September 2021
- Salary: 1.450 € gross monthly (full time)

LOCATION

- Barcelona at the EIT Urban Mobility HQ in Torres Glories.

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 “Events Intern internship - First Name Last Name” in PDF format.

Funded by the
European Union



Deadline for Applications: 16 July 2021

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;
- to match your details with the job vacancies and to eventually contact you;
- to retain your details and notify you about future job 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](#).

