




Application deadline: 1 February 2023

Communications, Events & Engagement Internship (IH South)

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>

EIT Urban Mobility is divided geographically in 5 different Hubs. One of them is the innovation Hub South that covers the European Mediterranean with headquarters in Barcelona.

ABOUT THE INNOVATION HUB SOUTH

Innovation Hub South, hand-in-hand with key mobility agents and innovative cities from the region, aims to support citizens and help them to reclaim the public space to become greener, safer, and more livable for all.

To do so, long-term urban planning and small-scale infrastructure investments encompassed by tactical urbanism are recognized as an inherent part of the mobility sector. The idea of Superblocks in Barcelona and Toulouse expertise in cutting-edge air mobility solutions serve as a hands-on example of the on-going projects. This is the direction in which the Innovation Hub South would like to move on developing citizen-centered smart cities. Engaging citizens in this mobility transformation is our priority, as developing solutions with and for citizens is crucial to delivering real change.

The Innovation hub South is responsible for developing the business in the following countries: Spain, Portugal, France, Greece, Malta, Xiprus and Albania.

MAIN DUTIES

Tasks and responsibilities will include:

- Assist in planning and delivering events (hybrid, digital and in-person). Planning and executing assigned aspects of special events. Attend EIT Urban Mobility events when necessary (some travel may be necessary)
- Support the implementation of the communication plan and the social media strategy
- Assist in writing communications, including letters, newsletters, social media, web content, invitations, and reports. Contribute in content creation, editing and proofreading
- Support in reviewing our company's communications materials and check the content for the grammatical and stylistic error
- Research and develop new ideas for Web/social media content
- Research/produce collateral materials as directed
- Help in media monitoring
- Assistance in collaboration with external PR agencies. Updating media contact lis
- Assistance in desk research, draft reports and prepare visual presentation materials
- Support in ad hoc administrative assistance

- Assist in boosting and strengthening partnerships and stakeholders relations
- Assist in day-to-day management of partners and leads: incorporate information in the records system, develop statistics and reports for partners and leads analysis, etc .

KEY SKILLS AND EXPERIENCE

- Excellent written and spoken communication skills
- Excellent interpersonal skills
- Flare for quality
- Exploring new ways and tools of using digital formats for communication effectiveness
- Capacity to analyse, summarize and report
- Motivation to work in a fast-moving, innovative, multicultural and sometimes ambiguous environments
- Organized, structured and detail-oriented
- Pro-active and hands-on
- A positive and 'can-do' mindset
- Team spirit
- Interest for urban mobility sector and sustainability

ELIGIBILITY

General Conditions:

By the closing date of this call candidates must:

- be a national of an EU Member State or have a working permit valid to do an internship in Spain;
- have completed a bachelor's or master's degree in Spain less than 2 years ago
- enjoy their full rights as citizens;

Education:

- Bachelors' degree in communication, marketing, social media, events or related field.
- Advanced level in English (minimum C1 level): oral and written communication skills. Spanish and other European languages is a plus.
- Very good working knowledge of MS Excel and MS Office 365.

JOB AND CONTRACT TYPE

- Contrato de prácticas (6 / 12 months). Full time.
- Gross monthly salary: 1450 €

LOCATION

- The work location will be Barcelona.
- Possibility to home-work 2 days a week.

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. **Please send the letter of motivation and the curriculum vitae in a unique PDF document.**
- Save the files as "Communications, Events & Engagement Internship (IH South) - First Name Last Name" *in PDF format*.
- Subject of the email: Communications, Events & Engagement Internship (IH South)

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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;
- 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](#).