

Internship opportunities at the Council of European Municipalities and Regions

January 2027

The [Council of European Municipalities and Regions \(CEMR\)](#) is the first and largest organisation of local and regional governments working on building a more inclusive, just, and resilient Europe by unlocking the power of local democracy.

We endeavour to become the main network of territorial leaders with a vision to ensure local and regional governments are best equipped to drive the transitions of their communities towards Europe 2050 and address global challenges.

Our activities revolve around issues and questions of **democracy and equality, climate and environment, international partnerships, and territorial cohesion and development.**

Are you currently affiliated with a university, and you do share our ambitions for impact and change at the local, regional, and municipal level?

These internship opportunities may be for you!!!!

Why complete an internship with CEMR?

- Learn about European policy, legislation and its impact on regional and municipal levels.
- Get involved in our joint efforts to support local leadership and invest in local self-government in producing the necessary changes we wish to see in our environment and societies.
- See your ideas and concepts come to life.
- Learn new skills and practice them in an international and creative work environment.
- Benefit from our knowledgeable and experienced Mentors.
- Be part of a dynamic, friendly, and multicultural team.
- Network with other likeminded students and build a community.

Our internship opportunities

CEMR hosts 3-4 interns regularly for a period of 3-6 months, with intakes in January and September.

Policy interns

Policy interns support the policy team working on a range of issues such as **environment and climate issues, energy transition, mobility, cohesion policy, gender, migration, democracy and more.**

Interns are involved with the expert groups' work on policy and advocacy, the work on research and studies, in the exchange of good experiences from both a content and communication perspective. Interns get the opportunity to work with policy officers and advisors. They contribute to the wider policy activities such as engaging with external stakeholders and players.

Whenever needed, policy interns also support policy-related project implementation activities.

Projects and Programmes Interns

The programmes & projects interns support the team in the implementation of several projects and programmes including: **Bridges of Trust, Covenant of Mayors, LAB, Cities4Inclusion, LORAI.**

Interns work alongside the team on areas such as **twinning and partnership building, climate, energy, migration, inclusion, enlargement and more.**

Tasks include preparation and organisation of events, development of concept notes for potential projects, identification of funding opportunities from various donors open to CEMR etc.

When needed, interns provide assistance with drafting reports, publications, studies, surveys and collecting best practices in the framework of the ongoing Projects & Programmes activities.

For more information on the ongoing Projects and Programmes, please consult the CEMR website: <https://ccre-cemr.org/>

PLATFORMA interns

The [PLATFORMA](#) interns support the PLATFORMA Team with communications, administration, project management, and thematic activities such as working groups, publications, surveys, etc. in the field of **decentralised development cooperation, and localisation of global agendas** at local and regional levels.

The interns get involved in the work of the team, attend and contribute to weekly team meetings, and other team coordination moments, support and participate in meetings and events, support media monitoring and coverage of events, follow the policy and legislative agenda and EP Committee meetings, draft weekly and monthly policy updates and

newsletters, support project monitoring and implementation, and assist in drafting articles, reports, publications, studies, or good practices.

Communications intern

The communications interns support the day-to-day activities of CEMR's communications team and contribute to enhancing the organisation's overall visibility. The intern gets actively involved in the team's workflow, including participating in and contributing to weekly coordination meetings.

A key focus of this internship is supporting the communication activities of the CEMR Congress, which will take place in Cluj-Napoca in June 2027. The intern will contribute to the production of content for the website, social media channels, press releases, and newsletters. They will also support event communications, including the preparation of communication materials and live event coverage. In addition, the intern will assist in the development and maintenance of contact databases, helping to strengthen CEMR's outreach, engagement, and visibility.

General requirements

- An interest in and good understanding of EU affairs and implications for the citizens.
- Good communication and drafting skills.
- Very good command of English; French is desirable; other languages are a plus.
- Efficient user of IT tools: MS Office (Outlook, Word, Excel, PowerPoint), Google suite, teleconferencing software (MS Teams, Zoom, WebEx).
- Knowledge of online graphic design tools (Canva, KapWing, etc.)
- Ability to effectively use social media is considered a plus.
- Motivated team player with willingness to learn.

Overview of tasks

As part of your internship, you will:

Help prepare and organise meetings and events

- Assist in tasks related to communication and event preparation and delivery such as expert groups, webinars, statutory or project meetings.
- Support the team around event related logistics.

Assist the team in its advocacy and communication activities

- Contribute to communication and social media activities of the team, media monitoring, support in media coverage of events, draft and translate articles.
- Monitor and follow the legislative agenda on different topics; follow or attend relevant Committee meetings of the European Parliament.
- Contribute to informing CEMR members through regular internal updates, policy briefs and timelines.

Assist the team in their project activities

- Support project activities.
- Conduct specific project research and analysis.
- Monitor funding opportunities from various donors.

Assist in drafting articles, reports, publications, studies, or good practices

- Produce reports following participation in meetings or events such as conferences, expert group meetings, communication exchanges, information seminars.
- Prepare polls and surveys to collect data and contribute to analysis.

Attend weekly team meetings and other meetings when required

The list of tasks is not exhaustive and can be adapted depending on the organisation's needs as well as the candidate's interests and experience.

Who will support the intern during the internship?

Each intern will be assigned a mentor who will orient and guide the intern's work. The intern is also supported by the Managers, the teams where they are allocated, as well as CEMR's HR & Administration.

Additional important information

- The internship is unpaid. However, interns will receive daily meal vouchers (8 euros) and reimbursement for Brussels public transport monthly tickets.
- CEMR interns are also entitled to ½ day off per week, to allow them to keep up with their university commitments while they complete their internship.
- Generally, interns are required to work from the CEMR office, however, they can telework 1 day per week (with prior approval), from their residence in Brussels. Our office is based in a modern, well-situated office in the European Quarter.

How to apply?

If you are convinced, send your CV in English to the address application@ccre-cemr.org. Your application must include:

- A cover letter, in English or French, describing your motivation to complete an internship, indicating your availability and specifying your university requirements.
- An updated Curriculum Vitae.

If you are applying for a specific internship, please kindly include in the subject email: **“Application for a “Policy”, “Programmes & Projects”, “PLATFORMA” or “Communication” Internship** - depending on your interest.

If you are interested in being considered for any internship available, please include in the subject email simply **“Application for Internship”**.

Please note that only students currently enrolled in a university programme can qualify for an internship opportunity. An internship agreement with the University (“Convention de stage”) is mandatory.

Every application receives our dedicated attention as we believe in giving each candidate the consideration they deserve. However, given the large number of applications we usually receive, unfortunately, we will only be able to respond to the shortlisted candidates.

Application deadline

On a rolling basis