



### **INTERNSHIP: Agriculture and Land Management Programme**

**Salary:** Unsalaries placement with local travel and lunch expenses paid.

**Location:** IEEP Brussels or London offices

**Duration:** 3-6 months.

The Institute for European Environmental Policy (IEEP) is a leading centre for the analysis, understanding and advancement of environmental, agricultural and related policies in Europe. We undertake work for a wide range of clients from the EU institutions, national and regional government departments in various Member States, agencies, parliamentarians, NGOs and work closely with partners and academics on cutting edge policy research.

IEEP has a full-time staff of about 25 based in London, and 12 based in Brussels, with a network of associates. For more information, please check our website: [www.ieep.eu](http://www.ieep.eu).

We currently have two internship vacancies in Brussels and/or London within the Agriculture and Land Management programme, to provide essential support to the management of our cap2020 website (<http://cap2020.ieep.eu/>), inputs to the production of articles and policy briefings on relevant policy developments, as well as contributing to a range of research projects. These will cover issues concerning agricultural, forestry and bioenergy policy, looking in particular at the increasing demands on land and the environmental implications of this, the sustainable management of natural resources, the role of the CAP in addressing climate change mitigation and adaptation, as well as consideration of how to increase the competitiveness of the agricultural sector in a sustainable way. A number of these research projects are of strategic importance to the future of European sustainable land use policy.

This position would particularly interest those with some experience of agricultural policy, water or climate policies and biodiversity, but would be suitable for anyone with a general interest in environmental analysis and land management.

#### ***IEEP and its Internship Programme***

Interns will learn about the dynamics of EU policy making, focussing on environmental aspects of the Common Agricultural Policy and its impact both within and outside Europe. They should expect to gain exposure to related policy issues and processes at EU level, including the EU budget. IEEP is concerned with raising awareness of environmental concerns in European agriculture, environmental policy and advancing policymaking along sustainable paths. This is achieved through: conducting policy relevant research projects; the writing of commissioned reports, articles and briefing notes; the organisation of workshops and seminars; developing contacts with a range of policy makers, civil servants, academics, NGOs and other stakeholders.

The IEEP internship programme aims to provide staff with assistance for research, administration and information, give students doing a Masters or PhD thesis an opportunity to get practical insights into their thesis topics, provide supervision, coaching and support throughout the internship and any appropriate training required, give graduates valuable work experience, and advice and support on writing your CV and application forms.

Interns should expect the working methods of a small independent institute. While an element of the internship is likely to be administrative in nature, the focus is to provide interns with the opportunity to assist in research projects and report / paper writing, attend meetings with IEEP research staff and contribute to IEEP's information and advisory services, where appropriate.

### ***Agriculture and Land Management Programme – Internship Description***

The intern would support the work carried out by the Agriculture and Land Management Programme and related activities of other teams where appropriate. The work will involve essential support to the management of our cap2020 website as well as contributing to several major research projects and a variety of other research tasks concerned with the assessment, implementation and evaluation of the Common Agricultural Policy and other policies related to rural land use.

The successful candidate would work with the agriculture team in developing current projects and assisting with research, which would involve:

- Contributing to the production of articles for our cap2020 website, newsletters and policy papers, and providing essential administrative support to management of the website;
- Undertaking literature reviews, data collection and supporting the development of the reference manager database;
- Contributing to and editing research reports and papers for publication;
- Contributing to weekly policy briefings for the UK conservation agencies,
- Contributing to other organisational and administrative tasks as appropriate;

Interns are asked to work 38 hours (5 days) per week unless agreed otherwise in advance; however, consideration would also be given to applicants wishing to work part time (minimum three days/week). The internship would ideally start on 10 April and would be for 3 – 6 months.

### ***Person Specification***

Interested applicants must:

- hold a good first degree in a relevant environmental subject or agronomy;
- have a demonstrated interest in agricultural policy, biodiversity conservation and/or water and climate policies;
- have demonstrated good communication skills, in particular, good written and spoken English and the ability to present information in a clear, precise and accessible style in this language;
- show initiative and be flexible with regard to the tasks they are asked to complete;
- be capable of working independently in a fast-paced small office environment;

- have good organisational and time management skills;
- be reliable and capable of paying close attention to detail; and
- have good computer skills (particularly in Word, Excel, PowerPoint, Outlook and internet).

University Students doing a thesis (eg Masters or PhD) in related areas looking for institutional visits/placements are also welcome to apply.

IEEP's offices operate primarily in English and therefore fluent English is essential. Proficiency in another European language is an advantage. IEEP is a relatively small organisation so, like other staff, the intern will be required to show commitment and flexibility in undertaking a range of general tasks in pursuit of the smooth running, effectiveness and development of the Institute. Candidates should either be EU citizens or have suitable visa already in place that allows an internship in Belgium or the UK.

Applicants should send a short letter of motivation, their CV, and an acknowledgement that the position is unpaid to Hetty Menadue; preferably by email to [hmenadue@ieep.eu](mailto:hmenadue@ieep.eu) and [jpolakova@ieep.eu](mailto:jpolakova@ieep.eu) or by post to Jana Polakova, Institute for European Environmental Policy (IEEP), Quai au Foin 55, 1000 Brussels, Belgium, clearly marking the title of the email subject line or envelope: 'Agriculture Internship'.

**All applications must reach us by 5pm on 29 February.** Selected candidates will be contacted in early March and interviews will be held by telephone.

Due to anticipated interest in the post, we are unfortunately not always able to reply to unsuccessful applicants.

IEEP strives to be an equal opportunities employer and undertakes that there shall be no discrimination in employment policies or salaries on grounds of race, ethnic origin, gender, disability, religious or similar belief, sexual orientation, age, gender reassignment or marital and civil partnership status.