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ASSOCIATION
OF CITIES
AND REGIONS
FOR RECYCLING
AND SUSTAINABLE
RESOURCE
MANAGEMENT

ASSOCIATION
DES CITÉS
ET RÉGIONS POUR
LE RECYCLAGE
ET LA GESTION
DURABLE
DES RESSOURCES

ASOCIACIÓN
DE CIUDADES
Y REGIONES PARA
EL RECICLAJE
Y LA GESTIÓN
SOSTENIBLE
DE LOS RECURSOS

INTERNSHIP, COMMUNICATION ASSISTANT

June 26, 2009

Application deadline: 17 July 2009

Join ACR+, the Association of Cities and Regions for Recycling and sustainable Resource management!

The Association of Cities and Regions for Recycling and sustainable Resource management (ACR+) is an international network of nearly 100 members with the shared aim of promoting the sustainable consumption of resources and the management of municipal waste through prevention at source, reuse, recycling and, as a last priority, energy recovery.

ACR+ membership mainly consists of local and regional public authorities as well as national networks of local authorities representing more than 1100 municipalities around Europe (EU-27 + candidate countries) and neighbourhood policy countries.

ACR+ endeavours to:

- Develop the expertise of public authorities and encourage practical action in municipal waste management and sustainable consumption
- Anticipate new developments and future challenges facing local and regional authorities
- Promote the creation of partnerships to develop eco-efficient solutions
- Encourage harmonization of concepts, definitions and standards.

We are offering an:

Internship, Communication Assistant

The successful candidate will be part of the Brussels Secretariat team in Brussels.

This internship will be of benefit particularly for anyone who seeks professional experience related to communication in an international, membership-based environmental organization.

Date/Duration:

6 months, starting 1 September 2009.



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Tasks:

The internship will offer a wide range of activities, focusing on communication and administrative tasks around the “European Week for Waste Reduction” EWWR project (a project financially supported by the EU LIFE+ programme).

Tasks and responsibilities include:

- Providing support in organizing the first edition of the European Week for Waste Reduction, e.g. follow-up of enquiries, dissemination of tools, information gathering, coordination of logistical aspects, etc.
- Writing and editing news, articles and information material about the EWWR
- Maintaining the contacts database
- Editing and maintaining the EWWR website
- Providing general support to the activities of the ACR+ Brussels Secretariat.

Requirements

- **Native English speaker** (or equivalent) with good command of French - Knowledge of another European language is an asset
- High-school or university degree with relevant knowledge in communication
- Good communication skills (orally and in writing)
- Organized working style, pro-active attitude
- Ability to work in a team as well as autonomously.

Terms and Conditions

The Internship position is available from 1 September 2009 at ACR+ Secretariat in Brussels. The duration will be six months. The Intern reports to the Communication Officer.

An accommodation allowance and monthly public transportation tickets will be provided.

Application

Send email job application (reference in subject line: “Internship – Communication Assistant”) including:

- Letter of motivation
- Detailed CV

Please send your CV and letter to Ms Audrey Martin at am@acrplus.org **BY 17 JULY 2009**

Due to the large number of applications we receive for each posting, we are unable to provide feedback on all applications. Only successful candidates will be contacted.

FOR MORE INFORMATION ABOUT ACR+: <http://www.acrplus.org/>