



European expert platform on environmental taxation and green fiscal reform

Communications Traineeship - Green Budget Europe

Starting in April for 6 months in Brussels

1 Who we are

Green Budget Europe (GBE) focuses on reducing environmentally harmful subsidies and labour taxes while increasing taxes on pollution and on non-renewable resources – and doing so in a socially equitable way. Behind our work is the realisation that charging a price for negative costs associated with production and consumption can help protect climate and environment.

In delivering its objectives, GBE brings together representatives of business, international organisations, ministries, NGOs, political decision-makers, the research community and civil society.

By implementing environmental taxes and fiscal reforms, countries can:

- Cut pollution
- Conserve scarce resources, and
- Enhance social equity through a careful and considered approach to reform.

Our activities include:

- Communicating information and messages in online, printed and social media;
- Organising and participating in conferences, seminars, workshops and parliamentary hearings to foster dialogue and deliver progress on EFR;
- Conducting and disseminating research and best practice on EFR to key stakeholders, our networks, and the wider public;
- One-to-one meetings with political decision-makers and others influential in policy-making to put forward our arguments and propose implementation strategies;
- Responding to and commenting on on-going political processes, and highlighting potential windows of opportunity for EFR in the media, online and in print publications.

2 Your role

The successful applicant for the Communications Traineeship will:

- Prepare GBE communications material (print, online and social media) in English;
- Meet with journalists and others to convey what environmental fiscal reform means and its importance;
- Support the maintenance of our website, network and contact database;
- Give organisational and administrative support for managing events and the Green Budget Europe network;
- Support for the implementation of advocacy activities on EU and Member State level;
- Collate and produce of our English language newsletter, and

20150320 gbe communications trainee ad.doc/23.03.2015

GREEN BUDGET EUROPE (GBE)

Rue du Trône 4 (postal address) • Avenue Marnix 28 (visitor entrance) • B-1000 Brussels
T: +32 2 58 85 760 • F: +32 2 58 85 766 • info@green-budget.eu • www.green-budget.eu

- Research on MBIs for the environment, the European Semester process and other relevant topics for the work of GBE.

The trainee will benefit from editing, oversight and guidance of their draft material by native English speakers (already retained by GBE), something which will aid the development of the trainee's skill base.

3 Candidate profile

- Excellent English, dynamic communication skills and the ability to convey complex messages in a simple and engaging way;
- Knowledge of current economic and environmental policy
- University qualification (communications, journalism, media studies, economics, political science, environmental sciences or similar may be an advantage)
- Basic knowledge of the European Union and its institutional structure
- Experience in media work and communications would be an advantage
- Ability to work comfortably both in a team and independently

4 Your application

Applications should include a one-page cover letter outlining your suitability for the Communications Traineeship offered by Green Budget Europe, your CV, and three samples of written work in English.

The written samples should be 500 to 1,500 words in length and can include extracts from longer documents. The written work does not need to be on environmental fiscal reform: the aim here is to assess functional writing skills and the material can be drawn from a wide variety of sources (articles, essays, extracts from same, thesis excerpts, funding applications, etc.).

The Communications Trainee will work in our office in Brussels and receive a monthly financial contribution of 1,000 EUR. An Belgian employment agreement will be signed ("Convention d'immersion Professionnelle") and provide for the contribution.

Please send your complete application including cover letter, CV and references to James Nix, Director of Green Budget Europe to info@green-budget.eu, with "Communications Traineeship" in the subject line.

Please include the cover letter, the CV and the three written samples within a single PDF document, with a contents page giving a one-sentence description and word count for each of the three samples.

The deadline for applications is April 7th 2015, 11 am CET.