



EURORDIS Public Affairs Internship (1 vacancy/ Brussels-based)

1. Public Affairs Intern

June 2023 - December 2023 (6 months) – with possible extension until March 2024

EURORDIS-Rare Diseases Europe is looking to recruit an intern from June 2023 – December 2023 to work within the Public Affairs team in the Brussels office. The internship could be potentially extended to March 2024.

EURORDIS-Rare Diseases Europe is a unique, non-profit alliance of over 1,000 rare disease patient organisations from more than 70 countries that work together to improve the lives of the 30 million people living with a rare disease in Europe. Our vision is to enable **better lives and cures for people living with a rare disease**.

EURORDIS-Rare Diseases Europe also holds consultative status with the United Nations and has established a number of initiatives and partnerships aiming to expand its advocacy efforts to the global level and represent the estimated 300 million people living with a rare disease worldwide. These include the [NGO Committee for Rare Diseases](#), a civil society forum created to promote multi-stakeholder collaboration and actions within the UN system, and [Rare Diseases International](#), a global alliance of rare disease patient organisations.

The Public Affairs team is looking for a candidate who is a real team player, flexible, organised, highly detail-oriented and motivated to work for an NGO and support both its European and international advocacy efforts.

This is an excellent opportunity to work for a highly regarded health NGO in a truly international environment at a time when key pieces of legislations (namely, the Regulations on Orphan Medicinal Products and Paediatric Medicines are being revised).

Job Purpose:

The intern will provide support to EURORDIS' advocacy team in implementing the advocacy strand of the EURORDIS strategy 2021 – 2030 (see [Activity Report 2021 and Work Plan 2022](#) for details).

The intern will support the activities of EURORDIS in dealing with ongoing EU legislative files of interest to the rare diseases community, namely the Pharmaceutical Package, the Patent Package, the EHDS and SoHO regulations, just to name a few. The successful candidate will help the Advocacy team in analysing the texts, keep a close eye on stakeholders' position and reaction, following debates in the two EU institutions of relevance (European Parliament and Council), and help crafting EURORDIS' response.

Responsibilities will include, but will not be limited to:

- Research and analyse topics that are relevant for the rare disease community;
- Monitor relevant policy development in relevant fields (e.g. health, research, SDGs, disability, NCDs);
- Provide staff with support in research, analysis and preparation of background materials of various topics, organisations, and key players in the field;
- Help with the development of advocacy documents and tools;
- Map and reach out to key stakeholders, including EU Institutions and other Brussels-based organisations;
- Assist with the organisation of events and meetings ;
- Prepare updates for the website and other media-related materials.

Required skills:

- Graduate/undergraduate degree in Political Science, International Relations, EU Studies, Law, or a related field;
- Genuine enthusiasm for public affairs and advocacy;
- Motivation to work for an NGO (experience working for an NGO desirable but not required);
- Interest in and experience with EU affairs;
- The working language of EURORDIS-Rare Diseases Europe is English. A very good level of written and spoken English is required for interns; any other language is a bonus
- Excellent verbal and written communication skills, reflecting an appreciation that each audience requires its own approach;
- Strong analytical skills and attention to details;
- Working knowledge of Microsoft Office (including Word and Excel);
- Highly organised, detail-orientated and able to prioritise/ cope under pressure;
- Ability to work independently.

Desired skills and experience:

- Familiarity with EU mechanisms and instruments, including legislative procedures;
- Knowledge of international intergovernmental organisations and familiarity with international thematic issues, including UN human rights mechanisms, the Sustainable Development Goals;
- Experience using all social media channels and writing content for social media.

Outcome:

What knowledge will the intern have gained?

- The intern will have a good understanding of the structure and working methods of a civil society organisation.
- The intern will be familiar with mechanisms and policies that have an impact on the lives of people living with a rare disease.
- The intern will have gained a basic understanding of patient advocacy and of how to interact with key EU stakeholders, other NGOs and the overall rare disease community.
- The intern will have gained basic skills in networking and event organisation.

Hours: 35 hours a week

Compensation: the internship and the remuneration will be regulated in the framework of a Belgian contract, namely a '*Convention d'immersion professionnelle*' (CIP).

To apply: Please send your CV and cover letter **in English** to brussels.intern@eurordis.org by **19 May 2023**.

N.B. Applications will be assessed upon receipt; we therefore encourage early submission. Please note that **ONLY** successful candidates will be contacted.