

Call for Policy Interns

Erasmus Student Network (ESN) is the biggest student network in Europe, with over 500 local organisations (“sections”) active in Higher Education Institutions in 45 countries. ESN has been supporting student mobility since 1989 and has its international headquarters in Brussels.

The international headquarters in Brussels is looking for **2 Policy Interns** to work in the policy field starting on **2nd of February, 2025**.

These positions are perfect for students/recent graduates looking to start their careers in the education, policy and project management fields in one of Europe’s most important NGOs. No previous work experience is needed, but experience in volunteering organisations is highly desirable.

Position 1: Focus on traineeships, skills, employability, and digital transformation

At ESN, our work in the Policy Department extends to key areas shaping the student experience across Europe. Topics include traineeships, employability, digitalisation, digital skills, skill development, and quality student housing. Through research, advocacy, and collaboration with stakeholders, we aim to enhance opportunities for students in these areas, supporting their academic, professional, and personal growth.

Position 2: Focus on inclusion, civic engagement and sustainability

ESN International implements projects that support widening participation in the Erasmus+ programme, making it more accessible and inclusive for students from diverse backgrounds. To enhance the equity in student mobility, ESN collaborates with stakeholders to improve student integration through community engagement and address key aspects of mobility, such as credit recognition. Promoting a greener Erasmus+ is also a priority, encouraging sustainable travel and practices on mobility.

Main tasks and responsibilities

The trainees will be part of ESN's Policy team, supporting ESN’s efforts to improve internationalisation opportunities for students and to advocate towards European institutions, National Agencies, and other stakeholders for better mobility programmes and policies.

The trainees will support the development of programmes and policies connected with the main fields of work of the Erasmus Student Network, such as the Erasmus+ programme and work together with other civil society organisations. The trainees will also work with other members of ESN’s headquarters to create key materials and initiatives related to the implementation of EU-funded projects, acquiring direct hands-on experience and knowledge in the area.

ESN believes in the role of traineeship as educational experiences, and therefore, our trainees are also encouraged to propose new ideas, projects and initiatives they believe ESN should implement.

Specifically, the trainees will be focusing on the following tasks:

- Monitor and report on various policy and political developments related to Higher Education policies in Europe, Erasmus+ and other mobility programmes;
- Assist ESN International's team in developing and implementing projects related to international student mobility, education and youth work;
- Support research activities, such as desk research on various policy issues within the fields mentioned above, focus groups, as well as data analysis;
- Support the preparation of events and meetings, including drafting memos, presentations, and briefing materials for both internal and external meetings;
- Draft positions and advocacy plans in cooperation with the Policy Department;
- Assist the ESN Headquarters.

Terms and conditions

- Traineeship for a duration of 6 - 12 months (relatively flexible);
- The successful applicants should start on the **2nd of February, ideally;**
- **Must have an Erasmus+ traineeship grant. Please note that this is a mandatory requirement**, as ESN does not have the means to cover any subsistence costs other than the ones mentioned in the bullet points below. Self-maintenance of the trainees is not an option, as ESN is a strong advocate for fair and paid traineeships and follows The European Quality Charter;
- An accommodation allowance of 650 EUR per month is provided;
- A public transport allowance of 50 EUR per month is provided;
- Public Liability and Personal Accident Insurance are covered.

Qualifications & Requirements

- Fluent in written and spoken English;
- Interest and knowledge of EU affairs, policies and decision-making processes;
- Experience in a volunteer-led organisation;
- A structured and reliable way of working;
- Comfortable working in a multicultural and diverse environment;
- Highly proactive attitude. Not afraid of proposing changes and taking ownership of delegated tasks;
- Knowledge of ESN is a plus.

How to apply

To apply, you are encouraged to use the [ErasmusIntern.org website](https://ErasmusIntern.org) - follow the link - and please make sure your ErasmusIntern user profile is linked to your motivation letter. If this is not possible, please send a short motivation letter, and your CV via [this form](#) by **02.11.2025, at 23:59 CEST. Do not forget to mark on the form which position profile you are most interested in.**

Before applying, please confirm with your university that you are eligible for an Erasmus+ traineeship grant.

Please note that this is a Brussels-based position; the successful candidate is expected to move to Brussels by the start date in February 2026.

If you have any additional questions regarding the position, please contact secretariat@esn.org. For more information on ESN, please visit our website esn.org.