



Internship offer

Company Information	
Name of the company (*)	The Department of European Studies at the University of Wrocław is looking for an Erasmus+ Intern
Company Description	The programme is offered by the Chair of European Studies (Faculty of Social Sciences) at the University of Wrocław. The curriculum focuses on the EU institutions, law, economics and policies but also on the specific knowledge related to European geopolitics, management and information society. In seminars, workshops and discussion sessions, students will analyse problems related to EU external relations, the area of freedom, security and justice, EU governance, and more. Particular emphasis will be put on various aspects of EU regional policy and skills associated with the management of EU funds and projects
Company email address	paula.wisniewska@uwr.edu.pl
Company full address – Country (*)	The international office is located in the main building of the University of Wrocław address: Plac Uniwersytecki 1,50-137 Wrocław, room 109 (1st floor) and room 36 (ground floor)
Company website (*)	https://international.uni.wroc.pl/en
Contact Person - Name and mail	Paula Wiśniewska paula.wisniewska@uwr.edu.pl
Number of employees (*)	Medium-sized enterprises (50 to 249 employees)
Your organization is a Start Up? (*)	No
Role Information	
Role (*)	
Industry (*)	University
Functional Area (*)	International Centre
Location (*)	Wrocław, Poland
Main duties (*)	Assistance to the programme's coordinator; updating the website, intranet platforms, and databases; PR and advertising activities via social media platforms; media coverage of events;

	conducting correspondence with candidates;
What you will learn (*)	assistance to the programme's coordinator; updating the website, intranet platforms, and databases; PR and advertising activities via social media platforms; media coverage of events; conducting correspondence with candidates;
Further information	
Offer details	
Duration (*)	Feb 2021 – April 2021. It does not fit you? Apply anyway! We are flexible!
Working hours (*)	Interns are required to work between 30 and 37,5 hours per week
Start Date (*)	Flexible
Apply by (*)	Not specified
Training bursary (*)	No
Location (*)	Main building of the University of Wroclaw address: Plac Uniwersytecki 1,50-137 Wroc ław, room 109 (1st floor) and room 36 (ground floor)
Candidate Profile	
Candidate Category (*)	Interns must be university students
Level of Education (*)	Bachelor/Master/PHD/Other
Field of Education (*)	Administration
Willing to host person with disabilities (*)	No
Language Skills (*)	fluent in English and other languages (it can be mother tongue)
Digital Skills	proficient in Microsoft Office
Other skills requested	A minimum of two years of university studies must be completed International experience is an advantage
How to apply	
Information for Application (*)	Please send your application letter with CV (in English) to paula.wisniewska@uwr.edu.pl or jakub.bornio@uwr.edu.pl. Remember to attach all academic details (home institution coordinator, contact details). Selected applicants will be answered via e-mail for a potential online interview.

(*) Mandatory Fields

