



Internship Opportunity

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WORLD VETERINARY ASSOCIATION (AISBL)

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The [World Veterinary Association \(WVA\)](http://www.worldvet.org) is the global voice of the veterinary profession. WVA unites and represents the veterinary profession around the World.

POSITION TITLE: Communications and Projects Assistant.

DUTIES/JOB DESCRIPTION: the Communication and Project Assistant shall support the WVA staff with the following tasks:

- Management of WVA's Website and Facebook page.
- Preparation process of WVA meetings, and global conferences.
- Management of WVA's databases.
- Implementation of WVA projects and action plans.

TYPE OF CONTRACT: Part time internship contract for 6 months (20 hours per week).

LOCATION : WVA Office - Avenue de Tervueren 12, Brussels, Belgium.

REQUIREMENTS: the candidate shall have:

- A recent university qualification (a degree in Veterinary Medicine or in Communications would be an advantage)
- A very high standard of spoken and written English (French and Spanish language skills would be an advantage);
- Strong communication skills, with a good knowledge of digital communications;
- Computer literate in all main Microsoft Office applications;
- A knowledge of, and experience with, social media platforms.

COMPENSATION: 750€ per month.

HOW TO APPLY: candidate's CV and a short motivation letter shall be sent to the WVA secretariat at secretariat@worldvet.org

APPLICATION DEADLINE: 15th October 2017

IMPORTANT NOTIFICATIONS:

• We thank all candidates for their interest, however, **only those candidates under consideration will be contacted.**

• Where relevant, the selected candidate will be responsible for his/her visa application.