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ASSOCIATION
OF CITIES
AND REGIONS
FOR RECYCLING
AND SUSTAINABLE
RESOURCE
MANAGEMENT

ASSOCIATION
DES CITÉS
ET RÉGIONS POUR
LE RECYCLAGE
ET LA GESTION
DURABLE
DES RESSOURCES

ASOCIACIÓN
DE CIUDADES
Y REGIONES PARA
EL RECICLAJE
Y LA GESTIÓN
SOSTENIBLE
DE LOS RECURSOS

INTERNSHIP POSITIONS AT ACR+

Project Assistant

Application deadline: 5 February 2012

Join ACR+, the Association of Cities and Regions for Recycling and sustainable Resource management!

The Association of Cities and Regions for Recycling and sustainable Resource management (ACR+) is an international network of nearly 100 members with the shared aim of promoting the sustainable consumption of resources and the management of municipal waste through prevention at source, reuse, recycling and, as a last priority, energy recovery.

ACR+ membership mainly consists of local and regional public authorities as well as national networks of local authorities representing more than 1100 municipalities around Europe (EU-27 + candidate countries) and neighbourhood policy countries.

ACR+ endeavours to:

- Develop the expertise of public authorities and encourage practical action in municipal waste management and sustainable consumption
- Anticipate new developments and future challenges facing local and regional authorities
- Promote the creation of partnerships to develop eco-efficient solutions
- Encourage harmonization of concepts, definitions and standards.

We are offering an internship position as **Project Assistant**.

The successful candidates will be part of the ACR+ Secretariat team in Brussels.



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Tasks

The internship will offer a wide range of activities, focusing on topical research and communication tasks around several important European projects centred on municipal waste prevention and waste recycling, such as the “European Week for Waste Reduction”, the “European Observatory for municipal waste recycling performances”, the “EPR Club” and initiatives relating to North-South cooperation.

Tasks and responsibilities include:

- Providing support to the ACR+ Project Managers in delivering the different tasks for which ACR+ is responsible in the projects and liaise with the European partners
- Research work on waste prevention and recycling: identification and description of good practices, research and processing of data and statistics, elaboration of monitoring and benchmark tools, recommendations
- Drafting technical papers, news, articles and information material
- Elaborating and disseminating communication tools: leaflets, newsletters, posters, website, blog, etc
- Editing and maintaining projects websites
- Providing general support to the activities of the ACR+ Secretariat

Requirements

- Excellent command of French (native speaker or equivalent) and English - knowledge of any other language is an asset
- High-school or university degree with relevant knowledge in environmental topics
- Good communication skills (oral and written)
- Organised working style, pro-active attitude
- Ability to work in a team as well as autonomously

Terms and Conditions

The position is available from mid-February 2013 at ACR+ Secretariat in Brussels. The duration will be six months.

This is an unpaid internship. A limited reimbursement of costs will be provided.

Application

Send your cover letter and CV (**max. 1 page each, in English**) by e-mail. A selection procedure by e-mail/phone will be organised for the shortlisted candidates.

Please send your CV and letter to Ms Katarzyna Koniecka-Giráldez at kk@acrplus.org before **5 February 2013**

Due to the large number of applications we receive for each posting, we are unable to provide feedback on all applications. Only successful candidates will be contacted.

FOR MORE INFORMATION ABOUT ACR+: www.acrplus.org