

Placement Offer Form

EMPLOYER INFORMATION	
Name of organization	Centre National d'Information Jeunes /National Youth Information Centre
Address	87, route de Thionville
Postal Code	L-2611
City	Luxembourg,
Country	Luxembourg,
Telephone	+352 26 29 3-200
Fax	+352 26 29 3-215
E-mail	info@cij.lu
Website	www.cij.lu
Number of employees	11
Year of foundation	1987
Contact person	Stephany Zawasdzky
Department / Function	European Youth Programme/Eurodesk Coordinator
Direct telephone number	+352 26 29 3-219
Direct e-mail address	stephany@cij.lu
Short Description of the Company	Youth Information Centre / The Centre Information Jeunesse is a non-profit organisation. Youth Information Centre provide a free, confidential information service to young people and those who work with them on a wide range of subjects including education, employment matters, leisure, sport, travel and European opportunities. The CIJ is the first point of contact for a young person seeking information on any subject of interest or concern. CIJ works in full compliance with the Youth Information charter and fully subsidized by the Ministry of National Education of child services.

PLACEMENT INFORMATION	
Department / Function	European Youth Programme
Description of activities	<ul style="list-style-type: none"> • Implementation of communication efforts across various online platforms: website and blog, social media etc. • Search for relevant information for the youth. • Redaction of articles of youth interest (for the website and CIJ's journal "SLAM")
Duration	6 months
Working hours / Weekly hours	6 hours day / 30 hours weekly
City	Luxembourg
Help with Accommodation	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Financial Contribution	200 euros per month
Other	

REQUIREMENTS	
Oral and written language skills	<ul style="list-style-type: none"> • Excellent knowledge of French and English (comprehension, written, spoken)
Computer skills	<ul style="list-style-type: none"> • MS Office • Good knowledge of social media sites.
Drivers license	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Other	<ul style="list-style-type: none"> • Being an advanced and current student at the university • Must benefit from an Erasmus+ study or Leonardo Da Vinci grant, or linked to an already approved project. • Currently studying in Journalist / communication or similar • Strong communication skills