



HOW DO I GET AN INTERNSHIP IN THE EUROPEAN COMMISSION?

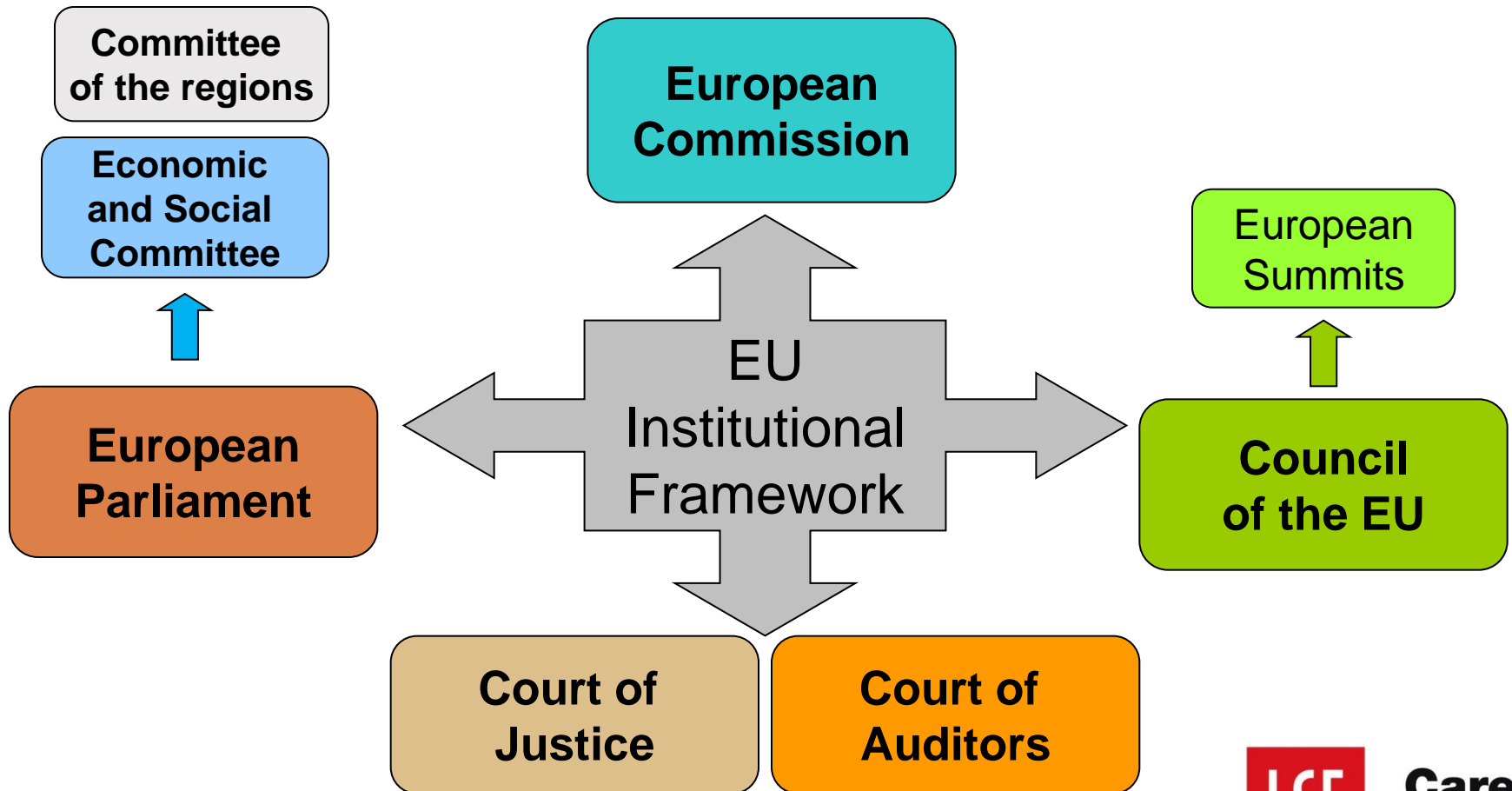


Seminar outline

- ❑ **Work experience in Brussels**
- ❑ **Who is eligible?**
- ❑ **How do I get in?**
- ❑ **Top Tips!**



The EC



Work experience in the EU

- European Parliament
- Council
- European Commission
- Court of justice
- Committee of the Regions
- Economic and Social Committee
- European Ombudsman

The European Commission Stage

- Unique first-hand experience of the workings of the EC
- Work in a multi-cultural, multi-linguistic and multi-ethnic environment
- Duration: 5 months fixed
- Payment: approx +1000 Euro per month plus very affordable private health insurance
- Approx. 550 traineeships available per intake; 1300 per year.

Who can apply?



Admissions criteria can change,
so always check directly with EPSO

- EU and non-EU graduates
- No age restriction
- Mustn't have had any prior training or work experience in an EU institution

Candidates from Member States: must have very good knowledge of 2 community languages, 1 of which must be English, French or German (= working languages of EC)

Candidates from non-Member States: must have very good knowledge of either English, or French or German (= working languages of EC)

How do you get a place?

Two phases:

- 1) The online application → trying to get into the “Blue Book” (reserve list)
- 2) The “Blue Book” selection phase

Getting into the Blue Book

- Fill in online application at http://ec.europa.eu/stages/index_en.htm
- 7000 online applications; 2000-3000 make into a preselection data base called “Blue Book”
- the more targeted an application for a stage, the better
- Think about which areas of policy you could contribute to the most – trade, tax, migration, environment? And also think about which activity you’d be good at – would you be better at policy research or organising events / writing press releases / briefing journalists?

Once you are in the Blue Book

- Once the blue book is published potential candidates will be contacted by those in the position or hire interns either via telephone or email
- Be prepared to run through an unannounced telephone interview
- Understand the structure of your chosen department, think about which skills these people might need
- Be prepared to hand in examples of written work (EC might ask for publications/essays you might have mentioned in the online application)
- Normal competency based interviews
- At this stage many applicants choose to proactively approach individuals working in the EC, telling them that they are in the blue book and interested to do the internship with them; usually attach CV and cover letter. HOWEVER:
 - ▣ **THERE IS A CAVEAT: EPSO is actively discouraging students from contacting people in the commission directly; some people will completely disregard your application altogether if you contact them directly; others are very receptive to being contacted by email, it is impossible to know who is who.**

Once you have been accepted...

- ... your entry will vanish from the Blue Book. No one else can hire you, so make sure this is the internship that you want.
- **Congratulations**
- You will be sent information regarding renting accommodation, travel grants etc.
- Bureaucracy kicks in: you will need to get a health certificate, police statement...
- One you start: well-organised stagiaire community, plenty of socialising opportunities, trips, national parties, language courses...

Further information

Detailed information & the application form:

http://europa.eu/epso/index_en.htm

Bonne chance *

Viel Glueck *

Good Luck

