



ALPHABET FORMATION
RUE VICTOR OUDART 7 - 1030
BRUSSELS - BELGIUM

Alphabet Formation, a non-profit association under Belgian law based in Brussels, active since 2014 in the field of human capital development, offers itself as a location for trainees who apply for university mobility funded by the Erasmus+ programme.

We welcome students with at least a Bachelor's degree and from any faculty, with an English level of at least B2 (Common European Framework level); a higher level will be considered preferential.

Prior knowledge of the fundamentals of European law, planning for European funds and/or the main techniques and concepts of project management, as well as knowledge of French at any level, are also considered preferential.

Our organisation designs, presents and implements projects financed by directly managed European programmes, particularly in the fields of vocational training, non-formal and youth learning (Erasmus+), culture (Creative Europe), citizenship and European values (CERV) and solidarity and volunteering (European Solidarity Corps). The association also maintains relations with European institutions and carries out communication and dissemination activities of the implemented projects.

The internship will therefore focus on the development of project skills and project management tools, from the creation of the project idea, the formation of the partnership and the preparation of the grant application, to management, accounting and reporting activities.

The association accepts applications for internships throughout the year, subject to the procedures of the relevant universities, and offers internships lasting between 4 and 8 months, with preference given to students who decide to stay longer.

If interested, contact Michele Barghini, project manager at the association, at the following address: michele.barghini@alphabetformation.org.



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