### Erasmus+ Traineeships between Germany and the Western Balkans
**Internship Offer: Organisational Fact Sheet**

<table>
<thead>
<tr>
<th>Organisation/Company</th>
<th>European Movement in Serbia</th>
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<tbody>
<tr>
<td><strong>Name</strong></td>
<td>European Movement in Serbia</td>
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<tr>
<td><strong>Type of Organisation/Company</strong></td>
<td>Civil society organization</td>
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**Brief description of the Organisation/Company**

The European Movement in Serbia (EMinS) was founded in 1992 with a mission of advocating peaceful, democratic and full European integration of a democratic and modern Serbia into the EU. We are a project-funded and membership-based organisation that continues to expand and bring together pro-European individuals and organisations dedicated to European values.

It is recognised for its experience and professionalism regarding project management, expertise in policy research and advocacy and with adept human and technical capacities.

Our activities include:

- **Policy research, publishing, advocacy, campaigns and public events**, aimed at initiating, promoting and representing the European integration process and importance of quality political, economic and social reforms in Serbia and spreading democratic principles and values among people;

- **Education & trainings, mentoring and international exchanges** for different target groups, especially youth, in order to create a critical mass in support of the European integration process;

- **Capacity building** for public and local institutions, CSOs and media to initiate changes in their communities, and for national institutions to undertake the necessary policy reforms;

- **Initiating and engaging in national, regional and international networks** to strengthen a proactive influence on policy making.

Our track record includes over 250 successful projects. Our projects and services are focused on different aspects of building capacities for European integration with both the general population and specific target groups:

- Civil Society Organisations
- Youth and students
- Women
- Media
- Public servants and officials
- Independent and regulatory bodies
- National bodies and local self-government
- Farmers
- SMEs and social entrepreneurs.
We are dedicated to implementation of our project activities on local level and for local communities. We incorporate gender into all aspects of our work and we use gender-inclusive language.

**Address**
Kralja Milana 31/II, 11000 Belgrade

**Website**
[www.emins.org](http://www.emins.org)

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**Contact Person**

<table>
<thead>
<tr>
<th>Name of Contact Person</th>
<th>Svetlana Stefanovic</th>
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<tbody>
<tr>
<td>Department/Position</td>
<td>Project Manager</td>
</tr>
<tr>
<td>Telephone</td>
<td>+381 3640 174</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:svetlana.stefanovic@emins.org">svetlana.stefanovic@emins.org</a></td>
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**Traineeship requirements: Who are you looking for?**

**Subject area of trainees**
1. European integration;
2. International relations;
3. Western Balkans and regional cooperation;
4. Project cycle management – focus on the CSOs;
5. Management - focus on the CSOs;
6. Education;
7. Gender equality

**Required skills of trainees**
1. Communication skills - both oral and written;
2. Ability to work in team;
3. Research skills;
4. Self-initiative;
5. Motivation;
6. Determination;
7. Commitment to the job;
8. Passion for continuous Learning;
9. Innovative and creative approach in work.

**Required language skills of trainees**
English

**Possible tasks of trainees**
Intern will have following tasks:
1. **Researching** - Assisting in the EMinS research activities to the all topics related to EU integration process as well as preparation of the background material and analysis of documents; Work on his own thesis, all necessary documentation will be provided to intern, or linked to people who are dealing with the same topic. Result will be some paper – policy paper, policy brief, policy comment, fact sheet on the topic that is main interest of student.
2. **Helping with daily work** at the EMinS Secretariat - by working at EMinS offices, the intern will be able to learn about the important information and projects and activities that EMinS is implementing;

3. Intern would also be able to **attend our conferences, round tables and different events** that are to be organized by us or where we are invited and it's relevant for his/her interest or his/her research topic and that have English working language.

### Additional Information

<table>
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<tr>
<th>How should trainees apply?</th>
<th>Trainees apply by sending CV and Motivation letter on email: <a href="mailto:svtlana.stefanovic@emins.org">svtlana.stefanovic@emins.org</a></th>
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| Optional comments (e.g. duration, salary, accommodation) | Duration: 3 to 6 months  
No salary.  
We can help in suggesting accommodation possibilities. |