

## [Open Position, Intern]

### Communications Department

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Location: Bucharest, hybrid

Type: 3 – 6 months

Stipend: 800 EUR net

Preferred start date: As soon as possible

Application deadline: Monday, 20 October, end of day

#### About EPG

EPG is an independent, non-profit think tank focused on energy and climate policy in Romania and the European Union. Founded in 2014, EPG operates as a policy research institute primarily financed through competitive grants, philanthropic organisations and, to a limited extent, private sector projects.

We aim to promote an evidence-based dialogue on how to balance decarbonisation, economic competitiveness and social fairness, engaging decision-makers, industry, and the public.

#### About the job

We are seeking a motivated and creative Communications Intern to join our team. This role offers a hands-on opportunity to support EPG's external communications, helping us make our policy research accessible, engaging, and impactful.

You will assist in shaping how EPG's voice is communicated across multiple platforms, from publications and press releases to social media and events. This is an opportunity to gain practical experience in strategic communications within a mission-driven organisation.

#### What you will do

- Draft communication materials (press releases, articles, social media posts)
- Create short summaries of research papers for newsletters, media, or website highlights
- Support EPG's digital presence by creating engaging content for social media and the website.
- Update and maintain the EPG website, ensuring content is accurate, accessible, and visually appealing

- Assist in event logistics and promotion (e.g., drafting agendas, managing guest lists, handling on-site registration).
- Ensure consistency with EPG's branding and communications guidelines.

## **Reporting line and collaboration**

You will report to the Communications Officer, who will:

- Guide your work on communication outputs.
- Provide feedback and mentorship.
- Help prioritise tasks and coordinate with the research teams.

You will also work closely with EPG's international team of researchers to ensure communication outputs are accurate, relevant, and impactful.

## **You're a strong fit if you:**

- Are currently enrolled in or recently graduated from a programme in communications, journalism, public relations, marketing, political science, or a related field.
- Have excellent writing and editing skills in English and Romanian
- Are creative, detail-oriented, and able to adapt your style to different audiences.
- Have a good understanding of social media platforms and digital communication trends.
- Are well-organised, proactive, and eager to learn.
- Bonus: experience with content design tools (e.g. Canva), emailing platforms (e.g. Mailer Lite), website management (e.g. WordPress).

## **What you will receive**

- A meaningful role in shaping how energy and climate research is communicated.
- Mentorship from experienced communications professionals.
- Exposure to policy debates and insight into how think tanks work.
- A flexible and supportive work culture (including remote work).

## **How to apply**

Please send your application in English to [office@epg-thinktank.org](mailto:office@epg-thinktank.org), clearly stating your name and the position title in the subject line. The email should contain a pdf file with:

- A CV maximum of 2 pages.
- A cover letter of maximum 300 words outlining your interest and motivation for applying;

The deadline for applications is 20 October 2025. The selected candidate is expected to start as soon as possible. EPG welcomes applications from a diversity of backgrounds irrespective of age, gender, ethnicity, religious beliefs, sexual orientation, or disability.

We regret that due to the volume of expected applications, we may only contact shortlisted candidates. If you do not hear from us within two weeks after the application deadline, your application has not been successful.

Incomplete application will not be considered. To apply, you must have the right to work in Romania.