

Content Creator & Web/Social Media Manager Intern

Job description

Beyond the Horizon International Strategic Studies Group (BtH) is an independent, non-partisan think & do tank based in Brussels, dedicated to advancing peace, security, and innovative solutions to global challenges. We lead and collaborate on EU-funded research, innovation, and action projects addressing topics like disruptive technologies, human-centric security, and sustainable societal impact. Our mission bridges academia, policy, and practice to create meaningful change. **Join us to make a difference in impactful EU initiatives!**

The Role

We're looking for a dynamic and creative Content Creator & Web/Social Media Manager Intern to support our EU-funded projects. In this voluntary role (with potential for future paid opportunities), you'll craft engaging content, manage project websites, and drive our social media presence across platforms like LinkedIn, Blue Sky, YouTube, X, Instagram, and Facebook. This is a fantastic opportunity for students, recent graduates, or early-career professionals to gain hands-on experience in non-profit communications, website management, social media strategy, and EU project ecosystems.

Key Responsibilities

- **Content Creation:** Develop compelling written and visual content (e.g., SM posts, infographics, newsletters) for project websites and social media, aligned with EU project themes (e.g., peacebuilding, tech innovation, security).
- **Website Management:** Update and maintain project websites (e.g., on WordPress), ensuring user-friendly design, SEO optimization, and compliance with EU branding and reporting guidelines.
- **Social Media Management:** Create, schedule, and manage posts across BtH and project-specific social media accounts; engage with audiences and propose strategies to boost visibility.
- **Research & Collaboration:** Conduct research on project topics to inform content; work with international partners to co-create multimedia assets (e.g., short videos, graphics).
- **Analytics & Reporting:** Monitor website and social media performance using tools like Google Analytics, Google Search Console; provide monthly performance reports with actionable insights.

What We're Looking For

- Current student or recent graduate in Communications, Marketing, Digital Media, International Relations, or a related field.
- Strong writing and editing skills in English (additional languages like French and Dutch, a plus!).
- Experience or familiarity with website management (e.g., WordPress), social media platforms, and design tools (e.g., Canva, Adobe Suite).
- Passion for non-profit work, EU projects, peace & security, or global challenges.
- Proactive, organized, and able to balance independent work with team collaboration.
- No prior professional experience required – enthusiasm and eagerness to learn are essential!

What You'll Gain

- **Practical Experience:** Hands-on involvement in EU-funded projects, building skills in content creation, website management, and social media strategy.
- **Portfolio Building:** Create a portfolio of published content, website updates, and social media campaigns.
- **Networking:** Connect with our global network of experts, policymakers, and partners in Brussels and beyond.
- **Skill Development:** Gain expertise in digital communications, EU project requirements, and analytics tools.
- **Impact & Recognition:** Contribute to initiatives shaping a better future; receive a certificate of completion and LinkedIn endorsement.
- **Flexibility:** Work on a schedule that fits your needs, with potential for remote work and future paid opportunities.