Position: ERGaR Communications & policy internship

Duration: 5 months (13 January – 13 June 2027)

Application deadline: 14 November 2026

About ERGaR

The European Renewable Gas Registry (ERGaR) is a Brussels-based European association working to facilitate the cross-border transfer of renewable gas certificates and support the development of a transparent and reliable European renewable gas market.

Our members include renewable gas registries and organisations active in the renewable energy sector across Europe. Through our activities, we bring together industry stakeholders, policymakers and market participants to advance renewable gas certification and trade.

About the internship

We are looking for an enthusiastic and proactive **Communications & Policy Intern** to join our team for five months. You will support ERGaR's day-to-day communications, event organization, administrative and working group activities, to get an idea of how associations operate.

This internship offers an excellent opportunity to gain practical experience in the functioning of a European trade association. You will be involved in a wide range of activities, from organising an international conference and creating communications content to supporting meetings, member engagement and everyday association operations.

We are looking for someone who enjoys variety, takes initiative and is eager to learn about the different aspects of association management.

Your responsibilities

Communications & content creation

- Support the management of ERGaR's social media channels, particularly LinkedIn.
- Draft and publish social media posts, website articles, newsletters and other communications.
- Create visual content and promotional materials using tools such as Canva.

- Assist with updating and maintaining ERGaR's websites, including through WordPress.
- Support email communications, campaigns and contact management using HubSpot.

Event organisation

- Play an active role in organising the European Biomethane Trading Conference in Amsterdam in April 2027.
- Assist with event promotion, registrations, speaker coordination and participant communications.
- Support the preparation of event materials, presentations and practical logistics.
- Support in the organization of the E-World biomethane networking drink

Administration & association activities

- Support the organisation of Board, working group and member meetings, including preparing agendas, taking minutes and following up on action points.
- Assist with membership administration, correspondence and database management.
- Help maintain internal documentation and support everyday administrative processes.
- Contribute to various projects and activities across the association, including occasional research and stakeholder engagement.

Policy activities

- Support in analysing policy developments and preparing articles on these
- Attending the relevant meetings to get a better understanding of the relevant policy developments
- Help writing minutes of the working groups

Your profile

- You are currently studying or have recently completed studies in communications, marketing, European studies, business administration, political science or a related field.
- You have excellent written and spoken English.
- You are organised, detail-oriented and able to manage several tasks simultaneously.
- You have good communication skills and enjoy working in a small, international team.
- You are proactive, flexible and willing to take on a variety of responsibilities.

- You are comfortable using digital tools and have an interest in communications and event organisation.

The following would be an advantage:

- Experience with WordPress, Canva, HubSpot or similar tools.
- Experience in social media management, graphic design or event organisation.
- An interest in European affairs, renewable energy or sustainability.
- Knowledge of other European languages.

What we offer

- Hands-on experience in a Brussels-based European trade association.
- The opportunity to contribute to the organisation of an international industry conference.
- Practical experience in communications, event management, member relations and association administration.
- Exposure to European renewable energy policy and an international network of industry stakeholders.
- A varied role with opportunities to take initiative, develop new skills and assume responsibility.
- A collaborative working environment in a small international team.
  A monthly internship allowance in accordance with the Belgian Convention d'Immersion Professionnelle (CIP) framework and a public transport card.

How to apply

Please send your **CV and a short motivation letter** to tim.hamers@ergar.org by **18 November 2026**, indicating *Communications & Administration Intern* in the subject line.

Internship period: 13 January – 13 June 2027

Location: Brussels, Belgium

Application deadline: 18 November 2026