

Open positions – European Youth Energy Network

## **Governance Assistant (6-8h/week)**

**Are you a passionate student or young professional, and want to contribute your skills and curiosity towards a strong youth voice in energy? Then the European Youth Energy Network (EYEN) is the right place for you to thrive.**

**Let's reshape youth engagement in the European energy transition together!**

EYEN is the Federation of energy-focused youth organisations in Europe, uniting organisations from across Europe and reshaping youth engagement towards a just, empowered and collaborative energy transition. We advocate for the meaningful engagement of young people in the energy transition, and we create space that allow them to have an impact. For the coming years, we have big plans on empowering, connecting, coordinating, educating and advocating where youth and energy meet. EYEN's flagship annual event: the **European Youth Energy Forum** with its 12 practical policy proposals.

To bring the operations of the international non-profit association to the next level, **we are building a strong team**. We promise that if you join us, you'll embark on a huge learning journey and meet like-minded people from across Europe and beyond.

**Will you contribute your organisational superpowers to the European energy transition, in an ambitious federation?**



**European Youth Energy Network (EYEN)**  
80 Boulevard Auguste Reyers  
1030 Bruxelles

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**Updates:** [LinkedIn](#) - [#youthenergy](#)

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## **Governance Assistant** (6-8h/week) - continued



### → Your role

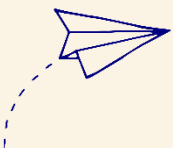
- Manage of EYEN's Regulations (Statutes & Internal Rules)
- Support other Teams to respect and execute internal policies
- Collect and assess feedback for regulatory inquiries and requests
- Support the Governing Board in the organisation of the General Assemblies
- Ensure, together with the Treasurer, that documentation and payments are correctly and timely executed

### → You are a good fit for this role if you

- Are organised and careful about details
- Have previous experience in governance or legal duties is a plus.
- Speak and write fluently in English
- Are curious about the young energy community and are enthusiastic about being part of it
- Can work independently, yet also love teamwork

### → The experience is 100% worth it. This is why ▼

- You will work in a dynamic (and fun!) group of international young professionals and students, co-creating the development of an impactful organisation
- You will learn a lot about youth involvement in the energy sector and benefit from our network with contacts to a wide range of organisations and institutions
- You will be part of a project that can fulfil you as key player in the integration of youth in the energy transition



**Apply now by sending your motivation and CV until 28 May 2023 to [careers@youthenergy.eu](mailto:careers@youthenergy.eu), adding any proof of work would be desirable.**

