

COMMUNICATION TRAINEE at AEC, European Association of Conservatoires

Brussels (BELGIUM)

The Association Européenne des Conservatoires, Académies de Musique et Musikhochschulen (AEC) seeks **1 Communication TRAINEE for its international office in Brussels.**

Job Description

This is an exciting opportunity for someone passionate about communication, music, the cultural sector and higher music education. The ideal candidate has excellent English writing skills, an interest in digital communication, and some experience with social media and visual content creation. You will join a small and dynamic team working with a diverse international network. As a Communication trainee, you will support AEC's communication activities across its various channels, helping turn news, project updates and insights from our network into engaging content. You will also contribute to the implementation of AEC's communication strategy and to increasing the organization's visibility among partners, policymakers and the wider sector.

To strengthen that visibility, you might need to monitor relevant policy developments at European and national level (European Commission, European Parliament, EACEA, national governments and sector partners) and contribute to communication linked to advocacy and sector developments.

You will have the opportunity to work across communication, advocacy and events, take part in internal meetings and expert working groups, and — depending on the internship period — travel to AEC events to support communication and event-related activities, such as: International Relations Coordinators (IRC) Meeting, AEC Congress, AEC Pop & Jazz Platform, AEC European Platform for Artistic Research in Music (EPARM)

If you are excited to put your creativity into practice and gain hands-on experience across social media and professional communication channels, this internship offers an excellent learning opportunity.

Ideal candidates should have:

- Interest in the higher music education and cultural sector at large
- Interest in communication and content creation
- Comfortable attitude in working with a diverse network across Europe
- Desire to work in a cultural organisation on a European level

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Responsibilities

- Support the planning and scheduling of weekly communications outputs across various channels, Support the preparation of newsletters and mailings, drafting copy and sourcing multimedia
- Assist with planning social media content, creating visuals, and editing videos using creative tools
- Contribute to communication around AEC projects and events
- Gather and translate member updates into engaging content
- Help manage web content by drafting and uploading project articles and news items

- Monitor communication performance and statistics, Track policy developments relevant to the sector, Assist in documenting meetings and events

Requirements:

- Bachelor's degree in a relevant field such as Communication, Media Studies, Marketing, Cultural Management or a related discipline
- *C1-level proficiency in written and spoken English*; French is an asset (other languages are also valued)
- Good knowledge of MS Office tools, especially Excel, Word and PowerPoint
- Experience with content creation and social media
- Creativity and design skills would be an asset, using tools such as Canva, and similar
- Strong organisational and communication skills, with the ability to manage a wide range of tasks with attention to detail
- A proactive, structured, independent and solution-oriented approach to your work

What AEC offers

- Traineeship contract provided under the Belgian Convention Immersion Professionnelle
- An opportunity to expand or gain a professional network in Brussels
- The chance to work with a small, dynamic, and international team in the cultural sector
- Hands-on experience in communication for international projects and events
- A supportive learning environment

Recruitment Process:

Interested candidates should send a short **CV**, a **portfolio**, and a 1-page **motivation letter (in English)** to applications@aec-music.eu, using the subject line **"AEC Communication Traineeship"**.

- The ideal traineeship duration is 6 months, subject to discussion
- The position is full-time and requires presence in or relocation to Brussels. Partial teleworking is allowed. Candidates must have the legal right to work in Belgium
- **Contact person:** Alessandra Callegari, AEC Communication Manager
- For any questions, please send an email to: applications@aec-music.eu

AEC regrets that it is unable to acknowledge all applications received.

AEC welcomes applicants from various backgrounds and strives to provide equal opportunities to advance diversity and inclusion within its representative network.

The position is open to all EU candidates who may benefit from the EURES Targeted Mobility Scheme

- Deadline: **1 October 2026 - 23:59 CET**
- We review applications on a rolling-basis, so interviews may begin before the closing date.
- Starting Date: **December, 2026**