Placement Offer Form

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| **EMPLOYER INFORMATION** |
| Name of organization | Centre National d'Information Jeunes /National Youth Information Centre  |
| Address | 87, route de Thionville |
| Postal Code | L-2611 |
| City | Luxembourg, |
| Country | Luxembourg, |
| Telephone | +352 26 29 3-200 |
| Fax | +352 26 29 3-215 |
| E-mail | info@cij.lu  |
| Website | [www.cij.lu](http://www.cij.lu)  |
| Number of employees | 11 |
| Year of foundation | 1987 |
| Contact person | Stephany Zawasdzky  |
| Department / Function | European Youth Programme/Eurodesk Coordinator  |
| Direct telephone number | +352 26 29 3-219 |
| Direct e-mail address | stephany@cij.lu |
| Short Description of the Company | Youth Information Centre / The **C**entre **I**nformation **J**eunesse is a non-profit organisation. Youth Information Centre provide a free, confidential information service to young people and those who work with them on a wide range of subjects including education, employment matters, leisure, sport, travel and European opportunities. The CIJ is the first point of contact for a young person seeking information on any subject of interest or concern. CIJ works in full compliance with the Youth Information charter and fully subsidized by the Ministry of National Education of child services. |

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| **PLACEMENT INFORMATION** |
| Department / Function | European Youth Programme  |
| Description of activities | * Implementation of communication efforts across various online platforms: website and blog, social media etc.
* Search for relevant information for the youth.
* Redaction of articles of youth interest (for the website and CIJ’s journal “SLAM” )
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| Duration | 6 months  |
| Working hours / Weekly hours | 6 hours day / 30 hours weekly  |
| City | Luxembourg  |
| Help with Accommodation | [ ]  Yes [x]  No |
| Financial Contribution | 200 euros per month  |
| Other |  |

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| **REQUIREMENTS**  |
| Oral and written language skills | * Excellent knowledge of French and English (comprehension, written, spoken)
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| Computer skills | * MS Office
* Good knowledge of social media sites.
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| Drivers license | [ ]  Yes[x]  No |
| Other | * Being an advanced and current student at the university
* Must benefit from an Erasmus+ study or Leonardo Da Vinci grant, or linked to an already approved project.
* Currently studying in Journalist / communication or similar
* Strong communication skills
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