

SACAR aisbl, a Brussels-based not-for-profit organisation managing several European & international trade associations representing businesses active in the trade of agricultural products and sustainability, is looking for

**A TRAINEE** (paid), to help our team with our growing membership portfolio

### **TASKS & RESPONSIBILITIES:**

The selected candidate will support the team on **tasks** which include, but are not limited to:

- Monitoring, analysis and reporting on food law, agriculture, sustainability and environmental issues for products relevant to members of the trade associations hosted in SACAR
- Providing technical and analytical support to the Secretary General and staff
- Attending and reporting on technical and policy meetings
- Preparing the content for newsletters and internal working group meetings
- Supporting internal projects and data management
- Communication tasks
- Administrative tasks (extranet management; SharePoint; filing)

**Key areas include**, but are not limited to:

- Official controls and import regulations, pesticide regulations, contaminants
- Agricultural policy and organics
- Environmental sustainability & the Green Deal in relation to agrifood

### **REQUIRED PROFILE:**

We are looking for a candidate with a University degree **in science, agriculture, food technology or related areas**.

Required profile:

- Comfortable with analysing EU legislation in the fields of food law, agriculture, environment and sustainability in relation to agrifood commodities,
- Quick analytical mind; result-oriented, efficient, attentive to details,
- A positive and a 'can do' / 'hands-on' attitude,
- Able to work autonomously & take initiative,
- Flexible and able to multi-task and stick to deadlines and to perform well under pressure,
- Excellent written and spoken English, good French
- Excellent communication & IT skills.

**SACAR offers:**

- A paid trainee contract of (flexible) mid September 2023 to May 2024, meal vouchers and contribution to local transport cost
- Learning about the trade in SACAR sectors and related EU policies
- Continuous training and full support from the team
- Dynamic and pleasant working environment. Work is partially office-based and home-based, but presence in Brussels is required.

Starting date: mid September to Beginning October.

Suitable candidates should send their application by e-mail to [office@sacar.be](mailto:office@sacar.be) with “Application – trainee” as the subject and include as attachments:

- a CV and a short cover letter providing evidence on how your skills suit the profile requirements
- a reference letter and/or contact details of a referee.

**Deadline for applications: 21 May 2023**

Interviews will be held online and in person.

*Please apply only if your profile matches the description. Only short-listed candidates will be contacted. We will not be able to acknowledge all applications received.*