

### About JBCE?

Founded in 1999, the Japan Business Council in Europe (JBCE) is a leading cross-sectoral European organisation representing the interests of over 110 multinational companies of Japanese parentage active in Europe.

Further strengthening the cooperation between the EU and Japan is at the core of our activities, which we perform under several committees focusing on: Corporate Sustainability, Digital Innovation, Environment & Energy, Standards and Conformity and Trade.

### What does JBCE offer?

- A 6-month (up to one-year) contract - “*convention d’immersion professionnelle*” - (1.200€/month + meal vouchers) with the opportunity to learn more about the functioning of an international association (AISBL), EU affairs, lobbying activities and relations between Japan and the EU.
- A stimulating, international work environment in an office in the heart of the EU quarter.
- Regular feedback from your supervisor, knowledge about key EU topics and support to develop your professional skills.

### What will you do?

- Monitor key developments and next steps in a range of key European issues
- Draft weekly and monthly reports distributed to JBCE’s member companies on EU political and legal developments, as well as policy activities
- Support in the organisation of internal meetings, committee meetings & external events
- Assist in research on various European issues
- Attend meetings with stakeholders
- Other day-to-day tasks as assigned under supervision

### What profile should you have?

Required:

- Postgraduate in Law, European studies, International Relations, or a related field
- Excellent knowledge of EU law and the EU policy-making process
- Proficiency in English, ideally at native level
- Good working knowledge of MS Office, including Word, Excel and Outlook
- Citizenship of an EU Member State or a valid residence and work permit for Belgium

Highly valued:

- Prior experience in an EU institution (e.g., Blue Book traineeship) or in a public affairs consultancy
- Any other languages, especially Japanese
- Prior experience in Japanese companies or general interest in Japanese politics/economics/culture
- Excellent organisational skills with the ability to work under pressure, prioritise and meet deadlines
- Strong interest in European affairs and commitment to the EU's values

Due to limited staff resources and the anticipated number of applicants, only candidates selected for an interview will receive a reply.

### **How to apply?**

Please email your application in English to [nilsson@jbce.org](mailto:nilsson@jbce.org), attaching a CV and a cover letter (maximum one page).

Please make sure to confirm that you have not been employed under a CIP contract in the past and that you are not currently enrolled in a university.

### **What are the next steps?**

The deadline for applications is **31 July 2026**.

Interviews are scheduled to take place in Brussels during the **second half of August 2026**.

The start date would be **15 September 2026**.