



## THE COUNCIL OF THE EUROPEAN UNION AND THE GENERAL SECRETARIAT

**T**he Council is the main decision-making body of the European Union. The ministers of the Member States meet within the Council of the European Union. Depending on the issue on the agenda, each country will be represented by the minister responsible for that subject (foreign affairs, finance, social affairs, transport, agriculture, etc.). The presidency of the Council is held for six months by each Member State on a rotating basis.

The Council is assisted by a General Secretariat which prepares the Council's work and ensures that it runs smoothly at every level.



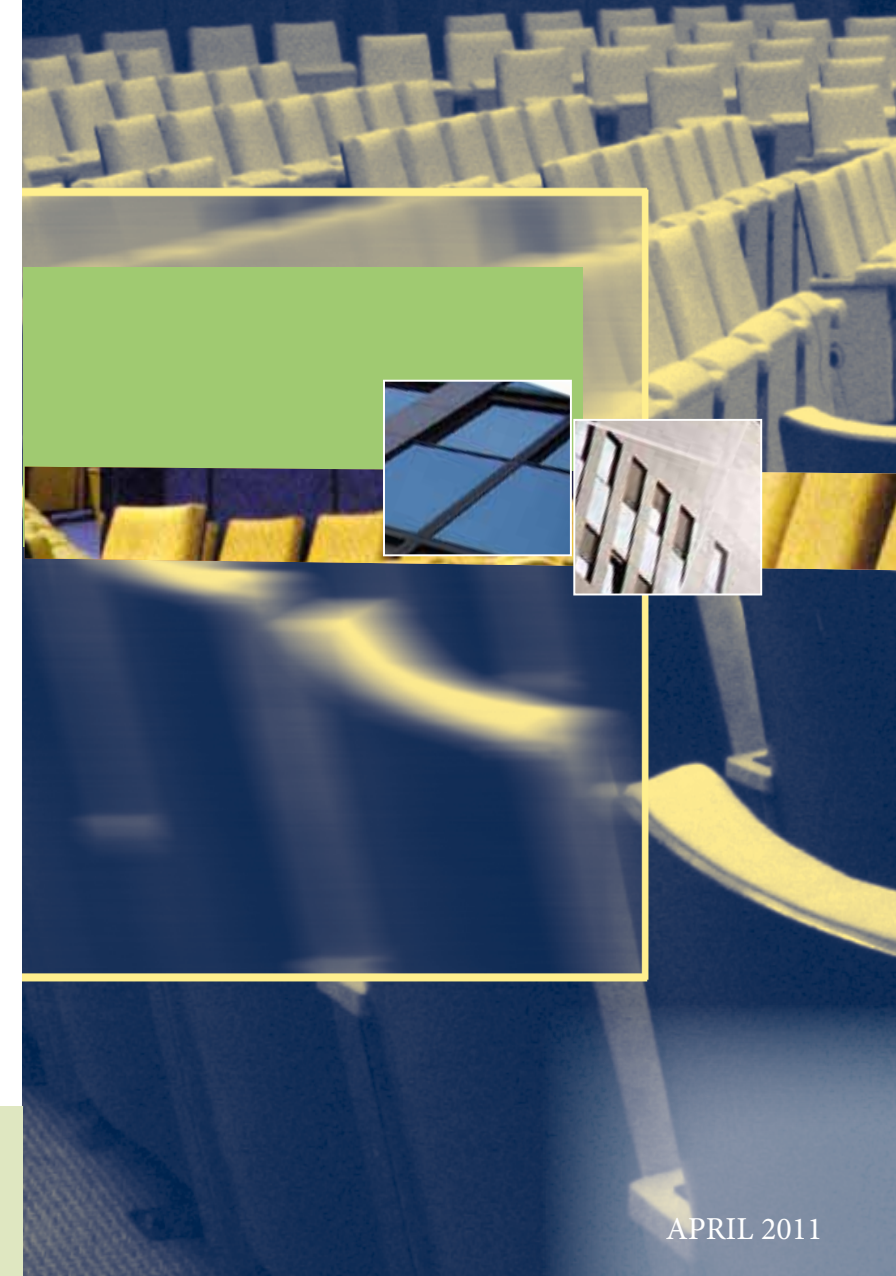
The Traineeships Office team will be happy to  
answer your questions  
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QC-31-11-125-EN-D

## Traineeships in the Council of the European Union





## GENERAL CONDITIONS

### PAID TRAINEESHIPS

Each year the General Secretariat of the Council offers some 100 paid traineeships lasting 5 months. Applications must be made before 31 August of the year preceding the traineeship.

The traineeships are for nationals of Member States of the European Union who have completed at least the first cycle of a course of university studies attested by a degree certificate. French and English are the most commonly used languages in the General Secretariat of the Council of the European Union. You must have a thorough knowledge of at least one of them.

### COMPULSORY TRAINEESHIPS

During the year the Traineeships Office may consider applications from students of schools or higher-education establishments that require them to undertake a traineeship. These traineeships are unpaid. There are some 20 such traineeships per year. Application forms are available on request to [stages@consilium.europa.eu](mailto:stages@consilium.europa.eu). The deadline for applications is 1 October (1st period) and 1 April (2nd period).

For nationals of States that are candidates for accession to the EU, traineeship opportunities are restricted to civil servants.

## WHAT DOES A TRAINEESHIP INVOLVE?

Trainees will be assigned to a department where they will work as part of the team. They may be required to attend meetings of working parties (and possibly Coreper and Council meetings), draft minutes or carry out preparatory work or research on a particular subject.

Trainees will also be invited to participate in a study programme that includes visits and conferences at other EU institutions in Brussels, Luxembourg and Strasbourg.

## SELECTION PROCEDURE

Online applications registered for paid traineeships will be examined during October and November. Selected candidates will be contacted as of December.

The selection procedure for applicants for compulsory traineeships will take place between October and December and between May and June for the respective periods.



Applicants can apply for particular areas of work. Please see our website for a complete list of such areas of work during application periods.

Currently, the majority of applications come from candidates with qualifications in law, political science, international relations and economics. However, the Council of the European Union is also looking for trainees with qualifications in other fields, such as: translation, human resources, computer sciences, agricultural technology, communication, education studies, biochemical engineering, health and food safety, energy management, environment, aerospace engineering, psychology, financial management, graphic design, multimedia, sports management, and so on.