## Traineeship Description

<table>
<thead>
<tr>
<th>Job Area</th>
<th>Research – Working Life - Social Dialogue</th>
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<tbody>
<tr>
<td><strong>Job purpose</strong></td>
<td>The trainee will contribute in particular to projects in the area of social dialogue and to selected products of the European Observatory of Working Life (EurWORK).</td>
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<td><strong>Main responsibilities</strong></td>
<td>Contribute to comparative research projects within the activity Social dialogue and support the updating of working life country profiles for EurWORK</td>
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| **Typical responsibilities:** | - Provide support to the project *Reviewing the role of the social partners in the European semester*  
- Contribute to the updating of working life country profiles for EurWORK  
- Quality control of national contributions from Eurofound’s network of correspondents in the fields of Industrial Relations/Working Life;  
- Liaison with Eurofound’s national correspondents across Europe;  
- Preparation of slides for dissemination of Eurofound research;  
- Giving presentations for internal and external audiences;  
- Any other duty relevant to the role. |
| **Desired Academic background** | Relevant professional qualification applicable to economic or social policy related research in the following area(s): industrial relations and/or, working conditions. This could include, but is not confined to, studies in industrial relations, political sciences, sociology or economics. |
| **Desired Skills**            | A good understanding of the role of social partners, collective bargaining and social dialogue  
- Excellent drafting skills in English;  
- Very good language ability; fluent in English and another EU language;  
- Very good IT skills - particularly in Word, Excel, Powerpoint and Outlook;  
- Interest in working in policy oriented research in the area of industrial relations or working life. |
| **Quantitative:**             | Familiarity with European and national level labour market statistics, particularly in the field of industrial relations; |
| **Qualitative:**              | Experience in conducting literature reviews and other forms of desk research (e.g. internet searches, screening of policy documents);  
- Some familiarity with institutions that are Eurofound’s key stakeholders (i.e. Trade unions, employer’s organisations, governments, European level institutions). |
| **Expected learning outcomes**| To become familiar with the work of the EU Institutions and EU Agencies; |
- To deepen understanding of EU policy making in the employment and labour market area, notably as regards industrial relations and working conditions;
- To develop and enhance writing, editing and numerical/statistical skills;
- To develop research knowledge and capacities in the fields of industrial relations and working life;
- To gather experience in working in a multi-cultural and multi-disciplinary team.