

## Policy Internship /Swiss Finance Council Brussels

### About the Swiss Finance Council

Established in 2013 the [Swiss Finance Council](#) (SFC) is an association based in Switzerland, with an EU representative office in Brussels, whose aim is to foster dialogue around policy developments in finance at a European and international level. SFC members are globally active Swiss financial institutions with a strong European presence. We articulate and advocate the interests of our members towards the EU institutions and support an integrated Single Market that can contribute to the creation of a strong, open and globally competitive European financial sector. We act as a platform to share experience, expertise and knowledge through our permanent representative office in Brussels.

### Job description

The candidate assists and supports the SFC in monitoring and reporting about policy developments, conducting topical research, preparing background material and information for meetings and events.

### Main tasks

- Conduct background research and analysis on specific issues of interest to the SFC in relation to EU financial market regulation.
- Monitor regulatory and policy developments in EU financial services of relevance to the SFC.
- Prepare material for advocacy activities such as briefings for SFC and/or its members, feedback to public consultations, etc.
- Report on meetings, public hearings, conferences and other events.
- Conduct background research and draft reports on key aspects regarding the EU-CH relationship.
- Contribute to SFC events.

### Qualifications/Skills required

- University degree in economics, law or political science with knowledge in finance/financial market law.
- Good understanding of the functioning of the European institutions and EU policy making.
- Excellent communication skills, both verbally and in writing, in English.
- Strong time-management, organisational skills and ability to coordinate several tasks at the same time.
- Excellent command of MS Word, PowerPoint & Outlook.

### We offer

A 5-month full time paid-internship in Brussels within a dynamic, flexible and international working environment that allows you to build up an excellent public affairs experience from a Swiss banking perspective.

**Start date:** 1st of March 2024

**To apply:** Interested candidates should send a cover letter accompanied by a CV by e-mail to [brussels@swissfinancecouncil.org](mailto:brussels@swissfinancecouncil.org).

**Deadline for applications:** Friday 8 December 2023 COB

We thank all applicants for their interest. Please note that only those candidates selected for interviews will be contacted.