

IF YOU ARE INTERESTED, PLEASE FILL THE FOLLOWING ITEMS TO BE SENT TO: [eurobecas@dival.es](mailto:eurobecas@dival.es)

Company data / datos de la empresa/institución

Full legal name/Nombre legal: COMMUNICATION PACKAGE

Full address/ dirección completa: Rue de la Science 14b, B1040, Brussels, Belgium

Web site: [www.communicationpackage.com](http://www.communicationpackage.com)

Address where the training will take place (if different)/dirección donde tendrán lugar las prácticas: Rue de la Science 14b, B1040, Brussels, Belgium

Contact phone (if different from tutor's)/teléfono de contacto: +32 (477) 098788

Contact Person/Persona de contacto: Carlos Corao

Email: [carloscorao@communicationpackage.com](mailto:carloscorao@communicationpackage.com)

Phone number: +32 (477) 098788

Tutor's Name: Carlos Corao

Email: [carloscorao@communicationpackage.com](mailto:carloscorao@communicationpackage.com)

Phone number: +32 (477) 098788

Office supplies, the intern will have to bring at work-placement his own laptop: Yes  No

Short description of the company/breve descripción de la empresa/institución:

Communication Package is a communication agency based in Brussels. In the last years, this company has been working in designing and producing communication work-packages for European projects and European Union (EU) dissemination campaigns.

The company has an extensive experience in the design and implementation of communication campaigns for Directorate General of International Cooperation and Development of the European Commission (DG DEVCO-EuropeAid).

Recently, **Communication Package** has been chosen as partners in the consortium led by MCI Benelux SA for the new **EuropeAid FWC COM 2015 – Lot 2 Communication (2016-2018)**. As a result, since march 2016, we are on the shortlist of companies that will support DG DEVCO-EuropeAid in the dissemination of its Development and Cooperation actions around the world. This new reference is a welcome endorsement of our experience with EC Tenders and of the quality of our work ([Link to EC website](#)).

Knowledge, skills and competence to be acquired/conocimientos, habilidades y competencias que adquirirá el becario:

**Graphic design, Web development, audio-visual production, and experience as a communication expert in international media and in institutional communication departments**, supporting international organisations with the designing of communication strategies and the creation of dissemination's deliverables.

Detailed description of the tasks of the trainee (at least 5 tasks)/Descripción detallada de las tareas del becado y tiempo de dedicación a cada una (al menos 5 tareas):

Tasks of the trainee	% dedicate on each task		Tasks of the trainee	% dedícate on each task
Communication strategy	10%		Audiovisual production	20%
Graphic design	20%		Social Media	20%
Web development	20%		Business research	10%

Detailed description of the training Program (content) /Descripción detallada del programa de practicas:

Purpose of the Role: Graphic designer, Communication expert

General responsibilities: Graphic design, Web development, Illustrations.

Specific responsibilities: Publications, Social Media campaigns, Infographics, Animated GIF,

Language/s used during the training/idioma usado durante las prácticas:

Mandatory: Spanish

A plus, but not required: English

Studies/ Degree that the fellow should / en su opinion, qué estudios debería tener el becario para optimizar la práctica ofrecida:

Bachelor Degree: Communications, Graphic design, Audiovisual production, Marketing.

Complementary knowledge (a plus or mandatory): Web development, Audiovisual production.

Timeframe, schedule and working hours/tiempo que durarán las practicas, jornada y horas/día:

Monday through Friday (working schedule): Monday to Frida (from 9 am to 6pm – 1hour lunch)

In order for the fellow to pursue with the training, the signature of an agreement would be a requirement: Yes  **No**

**Detailed description of the training Program (content) (at least 10 lines):**

The trainee will learn how to build successful communication workpackages and communication strategies for European Union funded projects.

This programme will enable professionals tasked with branding, public affairs, marketing communications (internal or external) or community engagement to plan, execute and assess a comprehensive and effective social media campaign for their European agencies, organisations, programmes and projects .

Through a combination of an extensive presentation of the tools, case study analysis and simulations, participants will increase their expertise in communication strategies and social media campaign management, to craft an authentic and effective "voice" for clients, organizations and communities in the European market.

The Communication Package team has prepared a pedagogical publication titled “10 Successful Tips for Disseminating EU Projects” as a way of sharing our experience and know-how with our clients and new members of the staff.

Our team boasts highly skilled and experienced graphic, web and audiovisual professionals, with extensive experience in producing communication work packages and institutional dissemination campaigns.

This is the first publication in a series that will be released once a year, in which we share information on best practices, success stories and new developments in the field of ICT.

**“10 Successful tips for disseminating EU projects”**

<http://communicationpackage.com/10-successful-tips-for-dissemination-eu-projects/>



Name, firm and function of the company / institution that signed this commitment to training.

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