



# ISTITUTO DEI SORDI DI TORINO

Fondazione Onlus

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## Proposal Writer Assistant

The appropriate candidate will be an integral part of the European division.

He/She will be responsible for:

- producing clear, concise, accurate, and compliant responses to EU Calls for Proposal (Erasmus Plus, Horizon 2020),
- researching funding opportunities and provide support on the preparation and submission of grant applications;
- supporting the implementation EU approved projects (Adult education, training courses, capacity building).

## COOL THINGS YOU'LL DO

- Project management and implementation;
- Organizes material and completes all writing assignments in a timely manner;
- Works directly with the European Ambassador to identify required content for responses;
- Builds the consortium of partners;
- Drafts clear and accurate responses to fulfill the call requirements.

## REQUIREMENTS:

- Undergraduate or postgraduate student (preferably in International and European Studies or other relevant field)
- Excellent command of the English language (written & verbal)
- Good knowledge of the Italian language would be an asset.
- Excellent communication & organizational skills
- Ability to work effectively as part of a team
- Highly self-motivated and methodical, paying attention to detail
- Ability to work under pressure and meet strict deadlines

For more information:

[International@istitutosorditorino.org](mailto:International@istitutosorditorino.org)

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