

## Volunteer (f/m/x) – Project Manager at the Young Journal of European Affairs (on average between 2-5h/week)

Are you a bachelor's, master's or early PhD student interested in research and academia? Do you have some experience and interest in EU politics, International Relations or political science? Are you excited about project management, developing and implementing new ideas and leading initiatives? If the answer to these questions is **YES**, then we are looking for you! The Young Journal of European Affairs (YJEA) is seeking motivated and committed Project Managers starting in January 2025. In this capacity, you will work closely with the Co-Editors in Chief and support their work in further developing the journal.

The YJEA is a junior journal with team members based all around Europe (and the US), dedicated to providing students with the opportunity to publish their academic work on EU affairs from the very beginning of their academic career. We particularly cover European Integration, European Public Policy, European Foreign, Security and Defence Policy, European Political Economy and Global Governance Perspectives on the European Union. For more information about us and our work, feel free to have a look at our website at [www.yjea.org](http://www.yjea.org)!

### What we are looking for:

- Interest in the main research areas of the journal
- Preferably some experience in project management (volunteering or other)
- Excitement to learn about the workings of an academic journal
- Ability to work independently and remotely
- Full working proficiency in English (German optional, but not necessary)
- Ability to work in a team
- Flexibility and reliability
- Organising smaller events like team workshops or, prospectively, smaller student conferences
- Supporting the Co-Editors in Chief with fundraising and the YJEA print edition

### What we offer you:

- Opportunity to acquire experience in project management and project development
- Responsible and self-reliant work
- A motivated team of students based throughout Europe and the US
- The chance to join a wider network of international student journals
- The possibility to get in contact with and interview experts who work in International Relations or IR research
- Internal skill-building sessions

### What you will be working on:

- Managing existing initiatives and projects of the YJEA outside the editorial process together with the Co-Editors in Chief
- Developing new initiatives and implementing them
- Supporting the YJEA's role in an international junior journal network
- Supporting the Co-Editors in Chief in outreach and partnership activities

Since our team is based in different countries, meetings will always take place online and remote work is the standard. The YJEA highly welcomes applications from people from diverse backgrounds. Please send us your **CV (without photo) and a brief statement** (about 200-350 words) outlining why you want to work with us as a Project Manager **via e-mail at [board@yjea.org](mailto:board@yjea.org) by 17<sup>th</sup> November 2024**. We are looking for members to contribute to the YJEA's work for at least one year, at best even longer. After receiving all applications and assessing them, we will invite pre-selected candidates to a brief digital meeting. If you have any further questions, feel free to get in touch anytime.