

# INTERNSHIP

## Knowledge & Club Services



6 months – September to February



### MISSION

- To do research on various topics related to ECA and to European football in general.
- To collect, analyse, interpret and present quantitative information and data for dedicated projects.



### MAIN RESPONSIBILITIES

- To gather information and to do research on topics related to European club football, important matters related to ECA's member clubs as well as some independent background research and knowledge gathering/analysis
- To collect and analyse data in order to provide key figures for requested research
- To prepare documents, PowerPoint presentations, draft memos and summaries to share findings of the information gathered
- To assist the Club Management Programme Team on the preparation of the ECA CMP sessions
- To assist on the organisation of workshops and other ECA events and to support other ECA staff members
- To carry out literature analyses and prepare surveys
- To lead other dedicated projects or sub-projects as defined by the General Secretary, the Head of Administration or the Senior Manager from time to time



### REQUIRED SKILLS

- Research and analytical skills
- Quantitative data analytics experience
- Football knowledge (European club football)
- IT knowledge, especially Excel
- Degree in sports management a plus
- Fluent in English; other languages are an asset