

## VACANCY NOTICE

The Energy Charter Conference (Conference) is an intergovernmental organisation and the governing and decision-making body established under the Energy Charter Treaty (ECT). The ECT provides a legal framework to promote cooperation in the energy sector, including investment, trade, transit, dispute settlement, and energy efficiency. The Conference is supported in the performance of its functions by the permanent Energy Charter Secretariat (Secretariat), seated in Brussels, Belgium<sup>1</sup>.

[The Internal Rules for Secondees, Staff on Loan, Fellows and Interns](#) set out duties and obligations of non-staff.

[The Code of Conduct](#) sets forth the framework and standards for the personal and professional conduct expected of those working with the Secretariat.

The Secretariat invites applications from suitable candidates for the vacancy of

### INTERN (LEGAL AFFAIRS)

**Deadline for applications: 15 May 2026**

The vacancy is announced for the position of Intern (Legal Affairs) under the supervision of the General Counsel, to be filled on a full-time basis.

The Internship Programme is open to young professionals, including students enrolled in an academic educational institute. An internship should start no later than ten months after completing the latest higher education studies. The objective of the programme is to provide students with experience in an international environment and the opportunity to put into practice knowledge acquired during their studies.

The initial duration of the internship is three months, with the possibility of extension for an additional three months, subject to the operational requirements of the Secretariat.

Intern will receive a monthly subsistence allowance of EUR 800. The selected candidate will be responsible for securing any required entry visa and/or residence permit, as well as for obtaining adequate health insurance coverage for the duration of the internship.

A detailed description of the position, qualifications, and required competencies are provided in the Annex to this vacancy notice.

The Secretariat is an equal opportunities employer and is committed to diversity and inclusion. Recruitment is conducted without distinction as to gender identity, sexual orientation, race, religion, cultural or ethnic background, or disability. Female candidates are strongly encouraged to apply.

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<sup>1</sup> The Conference, its subsidiary bodies, and the Secretariat are collectively and informally referred to as the "International Energy Charter".

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## Application Procedure

Applicants are requested to submit the following documents:

1. A **motivation letter** outlining their interest in the position; and
2. A **curriculum vitae (CV)**.

The evaluation process may include a written assessment and/or an interview.

### Application submission instructions

Applications should be addressed to the **Secretariat** and submitted by email to: [recruitment@encharter.org](mailto:recruitment@encharter.org).

Applicants should provide the relevant documents in the same order as listed in the Application Procedure section of this vacancy notice in a single PDF file and quote "[Name] – Application for Internship at Legal Affairs" in the subject field.

Applications that do not include all required documents or are not submitted in the requested format may not be considered.

Applications must be received **no later than 15 May 2026, 23:59 CEST**. Acknowledgements will only be sent to short-listed candidates.

The Secretariat reserves the right to extend, cancel, or suspend this recruitment process at any stage.

Further information on the Secretariat and its activities is available on [the International Energy Charter website](#).

*Disclaimer: Only those candidates selected for an interview will be contacted. All personal information contained in the CV and application will be duly processed by the Secretariat only for the purposes of the recruitment. You can change your data or have them deleted at any time. If you have any questions or comments, please refer to [legallaffairs@encharter.org](mailto:legallaffairs@encharter.org)*

## *Annex*

### **Intern (Legal Affairs)**

In accordance with Article 35(4) of the ECT, the Secretariat assists the Conference, through Activity B23 ("Dispute Settlement") of [the Programme of Work for the Biennium 2026–2027](#), in facilitating the implementation of the ECT's dispute settlement provisions. Under the supervision of the General Counsel, the Intern will support the work of Legal Affairs and contribute to the Secretariat's activities under Activity B23. In particular, the incumbent will:

1. Assist in the development, maintenance and updating of a database of arbitration proceedings in investor-state disputes and other disputes arising under the Energy Charter Treaty (ECT).
2. Contribute to the preparation of statistical reports and case analysis relating to arbitration proceedings in investor-state disputes under the ECT, including data compilation, basic quantitative analysis and drafting of summaries.
3. Support the updating and maintenance of [the Energy Charter Treaty website](#), including uploading and reviewing legal and statistical content for accuracy and consistency.
4. Contribute, as needed, to the Secretariat's assistance to the Conference in the development of the standard provisions concerning the conduct of conciliation and the compensation of conciliators in state-to-state disputes on the sustainable development provisions (Article 19 and Article 19 bis) of the ECT in accordance with Article 30 bis(3).<sup>2</sup>
5. May additionally be requested, as needed, to provide general legal and administrative support to the Legal Affairs, including legal research and document review.

### **Qualifications and Competencies**

1. Be enrolled in, or have recently completed (within the past ten months), a graduate or postgraduate degree programme in law, preferably with a focus on international dispute resolution, international investment law, public international law, or energy law.

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<sup>2</sup> As amended by Conference Decision [CCDEC 2024 12 GEN \(Amendments to the Energy Charter Treaty\)](#) on 3 December 2024.

2. Prior academic or practical experience in international arbitration or investor-State dispute settlement is an asset.
3. Strong analytical and research skills, with the ability to synthesise complex legal information.
4. Ability to work with structured data and databases.
5. Fluency in English (both oral and written) is essential; knowledge of [another official](#)

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[ECT language](#) is an asset.

6. Strong interpersonal and communication skills, including diplomacy and the ability to operate effectively in a multicultural and intergovernmental context.