



## Trainee Profile

### Support for the Legal Department

Ref.: ST 1/2026

The International Olive Council (IOC) is offering a **four-months paid traineeship** (with the possibility of extension), starting **16 February 2026**, for a recent university graduate. This traineeship provides an opportunity to work in a multicultural, multilingual and multiethnic environment and apply knowledge acquired during academic studies.

#### Profile and Requirements

- Be a national of an [IOC member country](#);
- Hold a university degree (minimum four years) in law at the time the traineeship begins;
- Proficiency in Spanish and English (minimum level B2);
- Excellent command of IT tools (Microsoft Office Suite at user level: Word, Excel, PowerPoint, Outlook, Adobe, etc.);
- Enthusiastic, responsible and able to work effectively in a team;
- Be in good health.

#### Assets

- Previous work experience;
- Knowledge of international organisations;
- Proficiency in other IOC official languages<sup>1</sup>.

#### Tasks

Under the supervision of the **Head of the Legal Department** and directly supporting the Executive Director, the trainee will:

- Provide support to the IOC in the review, update and systematisation of the Organisation's regulations;
- Provide support to the IOC in preparing the sessions of the Council of Members;
- Provide occasional support to the External Relations Department if needed.

#### Traineeship Duration

Four months (with the possibility of extension). The expected start date is **16 February 2026**.

#### Application Deadline

**08 February (midnight, Madrid time)**: deadline for submission of applications by email.

Candidates must submit the application form along with the following mandatory documents:

- CV
- Diplomas and academic transcript
- Proof of experience (if applicable)
- Language certificates
- Motivation letter

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<sup>1</sup> The official languages of the International Olive Council are Arabic, English, French, Italian and Spanish.



Please note that incomplete applications will not be considered.

### **Reference Document**

Provisions regarding the official traineeship programme of the IOC are available on the Organisation's website.

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