



INTERNSHIP OPPORTUNITIES

UEMS

European Union of Medical Specialists

Learning • Networking • Impacting



www.uems.eu



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UEMS is real projects for real people in real life.

Prof. Vassilios Papalois • President of the UEMS

Introduction

The Union Européenne des Médecins Spécialistes (UEMS) offers dynamic internship opportunities for individuals eager to gain hands-on experience in managing an international non-profit organisation.

As the largest European medical organisation representing medical specialists, UEMS plays a key role in shaping healthcare policies, medical education, and accreditation standards across Europe.

Who we are

The UEMS, established in 1958, currently represents **more than 1.6 million specialist doctors**, from EU countries and beyond.

The UEMS core objective is to improve patient care throughout Europe by developing and supporting excellence in specialist medical practice.

We aim at ensuring quality education and specialist training, at promoting the highest standards of medical care in Europe, and at supporting the interests of medical specialists in their training and practice.

Key activities of the UEMS



Post-Graduate Training

Develop standards in training, i.e. European Training Requirements in 60+ medical disciplines

Organise 40+ European exams every year

Accredit training centres



Continuing Medical Education

Accredit more than 2,500 medical educational activities, live or online, in Europe every year



Advocacy for medical specialists

Advocate for PGT and free movement of specialists

Support and defend best possible medical practice

Participate in EU-funded projects on medical training and practice



UEMS Internship programme

Our internship programme is designed to provide participants with practical exposure to the inner workings of a leading international organisation.

Interns will actively contribute to key activities, including event coordination, policy research, administrative support, and digital transformation projects.

Interns will work closely with experts in the field, gaining insight into the European healthcare landscape while building essential competencies for their future careers.

This is a unique opportunity for those passionate about medical education, European health governance, and non-profit management to enhance their professional skills and understanding of health policy, management, and European affairs.



The **objectives** of the UEMS internship programme are:



Offering valuable, real-world experience in managing an international non profit organisation.



Strengthening UEMS' operational capacity by integrating talented individuals into its core activities



Fostering skill development in management, health policy, administration, and/or digital transformation

Benefits of doing an internship at the UEMS



FOR UNIVERSITY -

- Enhance academic **reputation**.
- Increase opportunities for students.
- Strengthen **international** collaboration.
- Offer a competitive **advantage** for graduates.
- Provide **practical** learning beyond the classroom.
- Support faculty development and research opportunities.

FOR STUDENTS -

- Get exposure to a **multidisciplinary** environment.
- Gain **hands-on experience** in European medical policy.
- Build and strengthen a professional **network** with international partners.
- Explore diverse professional opportunities across various UEMS departments.
- Work under the guidance of a dedicated **mentor** who will support your progress.
- Receive a UEMS Internship **Certificate** upon successful completion of the programme.
- Benefit from a formal internship contract, including a monthly financial **compensation**.

Potential career paths

- Managers in HR, Finances, Office facilities
- Communications Officer
- Digital Marketing Manager
- Administrative Coordinator
- Healthcare Professionals
- Health Policy Experts
- Legal Professionals
- Events & Conference Coordinator



Join us and become part of a team dedicated to advancing medical standards and education across Europe!



Programme structure

The UEMS Internship Programme is open to graduate students or professionals seeking career transitions or experience in a non-profit organisation.

Interns will be offered to take on specific responsibilities in the following areas:

- EU Affairs & Communication
- Marketing & IT Projects
- Finances
- Accreditation
- Secretarial Support

Duration, modality

Internship length: **3 to 12 months**

Schedule: **Full-time or Part-time**, based on intern and organisational needs.

Compensation: per diem





How to get involved?

We welcome enthusiastic and motivated individuals to join us as interns at UEMS. If you are eager to gain valuable experience and contribute to our mission, please reach out to explore available opportunities.

Thank you!

We appreciate your interest in joining UEMS as an intern. Your contribution will help us advance medical education and professional development across Europe. We look forward to working with you!

Warm regards,



Bertrand DAVAL
CEO

Detailed information and application process at www.uems.eu/work-with-us

Contact information

For internship enquiries, please contact our office at:



Brussels-HR@uems.eu

EU Affairs and Communication Department

Supporting EU Agenda

- o Conduct research on relevant EU healthcare policies and draft briefs to align UEMS initiatives with EU priorities.
- o Participate in advocacy efforts by preparing materials for meetings with EU institutions.
- o Perform data searches, processing, and analysis.

Data search, processing & analysis

- o Polling and researching opinion of UEMS constituency, medical specialists, HCPs and patients.

Stakeholder Engagement

- o Assist in maintaining relationships with UEMS member organisations and external partners.
- o Participate in communication efforts, such as drafting newsletters and updates for members.

Internal Communication

- o Develop materials for communication supports
- o Push for an active presence of the UEMS on Social Media

Marketing Department

IT projects

- o Assist the management of ongoing IT developments
- o Advise on future strategy or technical options

UEMS Congress 2026

- o Take an active part in all fields related to the organisation of the Congress
- o Help enhance the visibility of this event

Promoting Domus Medica Europaea (DME) Facilities

- o Develop and execute strategies to enhance the visibility of the DME as business centre
- o Assist in producing promotional content, including presentations, social media posts, and outreach campaigns.

Finances Department

Financial Administration

- o Assist with budgeting, financial reporting, and processing invoices related to UEMS activities.
- o Contribute to fundraising initiatives, including grant writing and donor engagement strategies.
- o Analyse financial data to identify opportunities for cost savings and efficiency improvements.

Accreditation Department

EACCME System

- o Assist in processing Continuing Medical Education (CME) accreditation applications.
- o Monitor and improve workflows within the EACCME system.
- o Facilitate communication with applicants and stakeholders.

Documentation and Record Management

- o Maintain and organise records related to accreditation.
- o Contribute to drafting and editing policy documents, guidelines, and reports.

IT and Digital Transformation

- o Support IT projects, including updates to digital systems used for accreditation

Secretarial Support Department

Examinations Support

- o Coordinate logistics for UEMS-organised examinations, including scheduling, participant communication, and venue arrangements.
- o Support the development of digital examination platforms and processes to modernise assessment tools.
- o Manage data and reporting related to examination results and feedback.

Event Management

- o Play a key role in preparing for the UEMS Congress 2026, including organising schedules, coordinating speakers, and managing participant inquiries.
- o Support smaller events such as seminars and working group meetings.