



Position	Certification & Programs Intern
Department	Growth & Certification B Lab Benelux
Location	Amsterdam, the Netherlands
Reports To	Senior Impact Programs Coordinator - Carlos Polo-Barceló
Recruitment Timeframe	This job will be open until January 4th 2026
B Lab	<p>B Lab is a non-profit network transforming the global economy to benefit all people, communities, and the planet. We create standards, policies, and tools for business and certify B Corps—companies leading the way in using business as a force for good.</p> <p>With a global network of 9,500+ businesses in 100+ countries, we mobilize the B Corp community to address society's most pressing challenges and work with governments, academia, and institutions to drive economic systems change. Our vision is to build an inclusive, equitable, and regenerative economy. By joining B Lab, you'll be part of a movement redefining success in business and making a real impact on the world.</p>
B Lab Benelux	<p>The B Lab Benelux team is part of B Lab Europe. The B Corp community & movement in the Benelux is scaling rapidly. We are a young, innovative, and open-minded team, working with strong dedication and a contagious drive to contribute to B Lab's mission and vision.</p> <p>Our Growth & Certification team of seven people is in charge of attracting new companies in the Benelux into adopting our standards, either via B Corp certification or via involvement in our ecosystem programs. We develop partnerships, speak at events, curate workshops to raise awareness of the B Corp certification, provide support to companies looking to certify and nurture an ecosystem of movement allies via our B Leaders and B Locals programs.</p>
Overview	<p>We're on the hunt for a resourceful and driven Certification & Programs Intern to support the B Lab Benelux team. This is a hands-on, exciting opportunity to support the growth of our movement in a time of exciting change, as we move</p>



	<p>towards new standards for becoming a B Corp.</p> <p>This internship offers a unique opportunity to work at the intersection of responsible business, community building, and operational support. The role is split evenly between helping companies navigate the B Corp certification process and supporting the coordination of our regional programs.</p> <p>If your university requires an internship assignment, we're happy to support you. One of the core assignments that will be required in this internship is as follows:</p> <p>AI Development for Certification & Program Teams: Exploring and piloting a responsible AI application (e.g. internal AI agent, knowledge assistant, or process automation) to support Certification and Programs operations, including documentation of findings and recommendations.</p>
Core Responsibilities	<p>1. Certification Support (50%)</p> <p>Customer and Community Support</p> <ul style="list-style-type: none">• Manage and improve the shared Certification inbox, ensuring timely, accurate, and helpful responses to B Corps and companies preparing for certification.• Answer low-complexity queries from companies on their certification journey, helping triage questions, share resources, and direct inquiries to the right team members. <p>Learning & Upskilling Resources</p> <ul style="list-style-type: none">• Help deliver learning materials—such as workshops, webinars, and updated guidance—to educate the community on the new B Corp standards. <p>Tools & Process Improvement</p> <ul style="list-style-type: none">• Support the development and testing of internal tools, including AI-driven systems, by entering data, checking information quality, testing workflows, and documenting feedback.• Contribute to operational tasks across the Certification team, ensuring smooth coordination, good documentation, and follow-through on projects.



	<p>2. Programs Support & Coordination (50%)</p> <p>Support our consultants program</p> <ul style="list-style-type: none">• Support coordination of our community of consultants in the Benelux by tracking tasks, deadlines and communication• Prepare materials, help maintain communication channels (e.g., Slack), and support quarterly calls with the Benelux consultants community.• Take part in the European Consultants program development efforts, collaborating with colleagues around the European B Lab network. . <p>Support our regional B Locals program</p> <ul style="list-style-type: none">• Assist with B Local groups by tracking and reporting on events, identifying needs, and spotting opportunities to connect members or strengthen local activities. <p>Operational & Administrative Support</p> <ul style="list-style-type: none">• Provide general project support to ensure that programs run smoothly, including ad hoc tasks that reduce administrative workload.• Gather and organize data from B Corp Consultants and B Locals to generate useful insights for the team.
<p>Preferred Qualifications, Skills & Knowledge</p>	<ul style="list-style-type: none">• Currently pursuing a degree in international business, communications, sustainability, environmental studies or a related field.• Strong customer-orientation and communication skills - enjoys helping users and solving problems in a dynamic environment.• Comfortable working with data (Excel, Google Sheets, experience in CRM) and interested in developing basic data analysis skills.• Curious about technology and emerging tools—especially AI—and eager to experiment and help improve systems and processes.• Interest in sustainability, responsible business, or certification processes is a plus (no prior experience required).



Person Specification	<ul style="list-style-type: none">• Proactive & Driven: You have a fresh outlook, a hunger to learn, and a passion for rolling up your sleeves and making things happen.• Team-Oriented & Collaborative: You love bouncing ideas off others but can also take on tasks independently.• Organized and detail-oriented: able to manage multiple tasks and follow processes carefully.• Strong Communicator: Your English is sharp and clear—whether in writing or speaking, you know how to get your message across. Speaking Dutch is a (very) nice to have!• Adaptable & Curious: You're comfortable with a dynamic work environment and excited to learn new things, no matter the challenge.
What we offer	<ul style="list-style-type: none">• 6 days of holiday• 2 flexible holidays - which you can use for public holidays• Monthly contributions towards health and wellbeing, and commuting to the office bills• Working in a flexible open office at the KIT, next to the Oosterpark.• At B Lab Benelux we have a 4 Day Work Week. This means that we consider 32 hours as full-time. The fifth day can be spent on the assignment
Compensation	Salary compensation of 700 EURO per month based on 32 hours according to our 4 day work week policy.
Start Date	February 2nd, 2026 for a period of 20 weeks
Working Arrangements	Hybrid - both working from the office in Amsterdam and working from home is allowed. Preferably, we would like to connect with you twice a week at the office.
Recruitment Policy	<p>B Lab believes an equitable and inclusive work environment and a diverse, empowered team are key to achieving our mission. We're not looking for candidates who are "culture fits." We're looking for candidates who can expand our culture and challenge business as usual. We strive to foster an environment where all staff can bring their whole selves to work, by their own definition, and we strive to provide all candidates with an equitable and accessible recruitment process.</p> <p>Please send your resume and your letter of application. If you would like to ask any questions about the role, please email us at jobs@bcorporation.eu.</p>



	<p>Once you have submitted your application, our hiring team will review your application and contact you if you are selected for an interview. Whether you are successful or not, we will store your application and data in our system for a maximum period of one year from the application date in case another role becomes available that you are suitable for. If you have any questions or concerns about us storing this data and/or the period of time, please contact us at jobs@bcorporation.eu and we will respond to you within 30 days.</p>
How to Apply	<p>Please answer the following questions and send your answers along with your resume to jobs@bcorporation.eu :</p> <ol style="list-style-type: none">1. Why are you interested in working at B Lab?2. What excites you about this role specifically?3. What strengths, skills, or experiences make you a strong fit for this role?