Open position: Academic Internship

The Embassy of Switzerland in Denmark offers the opportunity for an Academic Internship in 2022-2023 starting September 1, 2022 or October 1, 2022 until June 30, 2023.

This internship will give you an in-depth insight into diplomatic work at the Swiss embassy in Copenhagen. In doing so, you will support a small and dynamic team and get to know different foreign policy instruments in practice.

Description of the internship

- Writing reports and political analyses, providing support in developing the Embassy’s network with a special focus on digitalization, innovation, and new technologies.
- Supporting the Embassy's scientific advisor in the strategic development and practical implementation of his new mandate in the area of science diplomacy.
- Providing support in managing and strengthening the social media presence of the Embassy.
- Organizing events at the Embassy as well as supporting delegations visiting from Switzerland.

Benefits for the Academic Intern

- Diplomatic experience in representing Swiss interests in the fields innovation, economy and trade, democracy and human rights.
- Practical experience in the field of political communication and promotion as well as organizing events.
- Accompany the Head of Mission or her Deputy at selected events. Practical insights into diplomatic day-to-day work.
- Opportunity to build a professional network in Denmark/Nordics and within the FDFA organization.

Qualifications

- University degree in political science, international relations, law, sciences (incl. EPFL, ETHZ) or a related field. Master's degree is an advantage.
- Excellent editorial skills in one official Swiss language, good knowledge of at least a second official language, excellent command of spoken and written English.
- Strong communication skills, curiosity and interpersonal skills.
- Strong interest in foreign policy and diplomacy, as well as in digitalization and new technologies.
- Efficient and analytical working style, political instinct.
- Experience in the field of communication/promotion (including social media) and event management is an advantage.
- First working experience during or after studies.

Important notice: the internship is open to applicants within 12 months only after obtaining their last university degree. Please also note the general Information and admission requirements for university internships at the FDFA.

The Embassy of Switzerland in Denmark is looking forward to receiving your application (including motivation letter, CV, copy of university diploma and/or latest reports, letter of recommendation and work certificates) until April 10, 2022 to copenhagen@eda.admin.ch.