



Academic internships

Academic Internship in Copenhagen 2024/2025

The Embassy of Switzerland in Denmark offers the opportunity for an Academic Internship in 2024-2025 starting September 1, 2024 until June 30, 2025 (full-time).

The academic internship allows students to discover various activities of a Swiss representation abroad with a strong focus on Denmark's leading role in the green transition, research/innovation and security policy. In doing so, you will support a small and dynamic team and learn different foreign policy instruments in practice. Therefore, analytical skills, communication skills, and self-initiative are key attributes for this challenging internship position.

The Swiss Embassy in Denmark is part of the innovation platform Swissnex and closely collaborates with Switzerland Global Enterprise (S-GE). It provides hands-on experience to see modern diplomacy at work.

Description of the internship

Support the Embassy's activities in reporting, public diplomacy and conceptual work:

- Write reports focusing on green transition, research/innovation and security policy.
- Write political information on specific topics.
- Daily collaboration with the Deputy Head of Mission and the Political and Economic Advisor
- Manage the high-quality social media presence of the Embassy.
- Organize events at the Embassy as well as support visiting delegations.
- Elaborate concepts for projects and events (Swissnex, Trade, Tourism).
- Accompany the Head of Mission and Deputy at events.
- Liaise with relevant actors to exchange information and create partnerships.

Qualifications

- Swiss citizenship or permanent legal resident status in Switzerland.
- University degree (incl. EPFL, ETHZ). A Master's degree is an advantage.
- Interest in foreign policy and science diplomacy, in particular green transition, research/innovation, security policy.
- 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.
- Efficient and analytical working style, political instinct.
- Experience in communication/promotion, including social media and event management.
- Relevant first working experience.

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: motivation letter, CV, copy of university diploma and/or latest reports, letter of recommendation and work certificates in one PDF until 15 April 2024 to

✉ copenhagen@eda.admin.ch.