



INSTITUT
BARCELONA
ESTUDIS
INTERNACIONALS

INTERNSHIP GUIDELINES

ACADEMIC YEAR 2018-2019



INSTITUT
BARCELONA
ESTUDIS
INTERNACIONALS

Index

Introduction	3
Job Opportunities	4
Job Opportunities with Little Experience	4
Job Opportunities with Five or More Years of Experience	6
General Advice	7
Internship Opportunities.....	9
IBEI Internship Regulations.....	11
Curricular Internships.....	11
Extracurricular Internships	12
Curricular Internships offered by IBEI (Path 1).....	14
Curricular Internships independently of IBEI Programme (Path 3)	15
Assessment of Curricular Internships.....	15
IBEI Internship Placements	17
List of Paid Internships in International Organizations	20
Other Paid or Unpaid Internship Opportunities	24

Introduction

Currently, there are over 1,900 intergovernmental organizations, over 23,000 international NGOs and tens of thousands of international companies. Although not all of them offer jobs and/or internships, there are numerous opportunities out there to get employment in international affairs. The obvious question is how to get hold of one of these opportunities. The information in this IBEI leaflet will help you find your way through the maze of an international career.

What the IBEI can do for you

The IBEI supports its students in numerous ways to enter the international labour market:

- It has an established internship programme mainly in Barcelona (see below) that will open the door to the world of international affairs for many of its students.
- It organizes workshops and seminars to provide knowledge related to skills such as on how to behave during a job interview, oratory, project management, negotiation and protocol, communication, etc.
- It arranges a seminar series with practitioners to learn about possible career trajectories in international governmental and non-governmental organizations.
- It offers individual advice to its students through the academic coordinator of the internship programme.

Contacts at IBEI

For any technical issues regarding the inscription process, please contact:

Mariona Fernández and Agnès Jané (internship@ibei.org)

Regarding more academic questions, please contact:

Laia Mestres (lmestres@ibei.org)

First Steps

The first question you have to answer is if you want to apply directly for a job or if you want to start with an internship. Generally speaking, you will need at least some international experience for any kind of job in the international sector. In other words, if you do not have any international work experience, an internship is almost unavoidable.

However, the overall situation is somehow different depending on the sector. In the case of international companies, you might find an entry-level job with relatively short practical experience, especially if you have specialized knowledge and speak several languages. In the case of international NGOs and, in particular, in the case of international intergovernmental organizations - such as the United Nations - the rule of thumb is that you will need at least five years of relevant international experience to get a long-term job contract. The few exceptions are listed in the section “job opportunities with little experience”.

Job Opportunities

Job Opportunities with Little Experience

National diplomatic services and other national bodies related to international affairs such as intelligence services, foreign aid ministries, international trade ministries or defence ministries offer usually civil service jobs to any candidate who passes highly competitive recruitment exams. Please note that these exams are usually not open to foreigners. Even as a national of an EU member state it is not possible to apply for jobs in public bodies related to international affairs in another EU member state. Please check the websites of your national ministries and bodies for more information.

The United Nations Secretariat organizes each year examinations for its ‘young professional programme’ in fields as diverse as Administration, Humanitarian Affairs, Public Information or Statistics (there are similar exams for translators and interpreters). The aim is to recruit suitable candidates from underrepresented countries for UN jobs at junior level. However, numerous restrictions apply, in particular regarding age (max. 32 years) and nationality (only people from participating states can sit the exam*). For more information, visit this website: <https://careers.un.org/lbw/home.aspx?viewtype=NCE&lang=en-US>

* The list of participating states changes each year

Several international organizations have young professional programmes independent of the UN programme:

- African Development Bank
<http://www.afdb.org/en/careers/young-professionals-program-ypp/>

- European Space Agency
http://www.esa.int/About_Us/Careers_at_ESA
- Inter-American Development Bank
<http://www.iadb.org/en/careers/young-people,1364.html>
- International Monetary Fund
<http://www.imf.org/external/np/adm/rec/job/econpro.htm>
- United Nations Educational, Scientific and Cultural Organization
<http://www.unesco.org/new/en/member-states/resources/the-young-professionals-programme-ypp/>
- World Bank
<http://www.worldbank.org/en/about/careers/programs-and-internships/young-professionals-program>

Certain UN member states sponsor their own “junior/associate expert programmes”. The programmes are open to the citizens of the sponsoring country and/or to citizens from specific developing countries. They offer usually two-year contracts for specific jobs in the UN system. However, the modalities can differ substantially from country to country. For more information, visit the website of your foreign ministry and also <https://www.un.org/development/desa/jpo/>

The United Nations Volunteers programme offers interesting opportunities in the area of development assistance and humanitarian and peacekeeping operations. Volunteers are expected to have at least two years of relevant working experience and to serve one year or more. The positions include usually a living allowance and other types of financial support. For more information, visit: <https://www.unv.org/>

The European Union organizes each year special competitions for administrators and linguists at the junior (and higher) levels. These competitions consist of a series of exams that are highly competitive but do not require (anymore) specialized knowledge of the European Union. The few people who pass these exams can apply for lifelong civil servant jobs in any of the EU institutions. This is the only way to get a permanent job at one of the EU institutions in Brussels (for non-permanent jobs, see below). The EU has centralized all career issues in the European Personnel Selection Office. Visit its website for more information: http://europa.eu/epso/index_en.htm;
https://epso.europa.eu/job-opportunities_en

Job Opportunities with Five or More Years of Experience

If you have already relevant work experience, you can apply for a broad range of jobs in international affairs. Usually, each organization or company offers its jobs on its website. In order to apply, most of them ask you to fill out an online application form. Some of the most typical examples include:

- Jobs at the United Nations: <https://careers.un.org/lbw/Home.aspx>
- Non-permanent posts at the European Union, in particular at one of its agencies or international delegations: https://epso.europa.eu/apply/job-offers_en
- Jobs at NGOs such as the International Committee of the Red Cross or Save the Children International: <http://www.icrc.org/eng/who-we-are/jobs/index.jsp>; <https://www.savethechildren.net/jobs>

For an extensive list of international organizations, visit:

<http://www.usip.org/publications/international-organizations>

You can also check the *Yearbook of International Organizations*

(<http://www.uia.be/yearbook>; available at the university libraries in Barcelona)

There exists no similar list for multinational corporations. However, the Forbes list of the 500 largest companies is a good starting point: <http://www.forbes.com/global2000/list/7/#tab:overall>

Often overlooked sources of opportunity are international consulting companies such as [Boston Consulting Groups](#), [McKinsey](#) or [PricewaterhouseCoopers](#). Their recruitment procedures tend to be very demanding, but there are also numerous smaller (and often more specialized) consulting firms. For a general ranking of consulting companies, visit: <http://www.vault.com/company-rankings/consulting/>

Finally, international think tanks offer very interesting job opportunities in international affairs. For the best think tanks, visit the most recent think tank ranking at: <http://gotothinktank.com>

Most companies and organizations publish also their job openings on the job portals of newspapers or foundations. Some of the most important ones at the international level are:

<http://www.eurobrussels.com>

<https://www.wileyjobnetwork.com/jobs/europe/entry-level-and-graduate/> (for entry-level jobs)

<http://www.idealists.org/>

<http://www.jobs-brussels.com/>

<http://reliefweb.int/jobs>

<https://www.devex.com/jobs>

<https://pcdnetwork.org/> (Peace and Collaborative Development Network)

<http://www.trust.org/jobs-market/>

<http://www.internship-uk.com/>

<http://www.jobs.ac.uk/>

<http://www.jobs-io.de/> (jobs in international organizations, in German)

<https://www.ziprecruiter.com/>

<https://www.globaljobs.org/>

Here you will find a meta-list (in constant revision) of top job sites/platforms in Social Change, Social Entrepreneurship, Peacebuilding and Related Fields:

<https://pcdnetwork.org/resources/worlds-top-meta-list-of-job-sitesresources-in-social-change-social-impact-development-peacebuilding-and-related-fields/>

General Advice

- Your Master's degree is a highly valued qualification during an international career. However, each Master's student has also special qualifications. Make sure that you highlight your unique qualifications during the application process. For example, a large majority of IBEI's students come from other disciplines. You can turn the combination of your previous degree and the IBEI Master's degree into your personal strength.
- Although the world has become increasingly globalized, nation states remain crucial players on the international stage. This is particularly true in intergovernmental organizations. Even if you do not feel attached to a particular country, the country of your passport is a crucial source of support during an international career. Usually, your country's foreign ministries or other relevant bodies offer advice on how to start a career in international affairs and they support you during the application process.

- The international job market is competitive. Rejections to job applications are quite frequent, even for highly qualified candidates. But this should not discourage you. Send as many applications as reasonably possible! There are plenty of jobs out there.
- Improve continuously the key qualifications for an international career: (a) foreign language skills; (b) international work experience (relevant to your field); (c) social competence (to work in a multicultural environment; teamwork, etc.).
- Use international job portals such as [LinkedIn](#).
- Application processes are extremely time-consuming. It takes time to find suitable job offers. Deadlines tend to be very early. And usually you have to fill out special online forms for each application. So start as soon as possible!
- Read carefully the job descriptions you are interested in. You will find a lot of clues there about what is important for the potential employers. Tailor your application to their needs!
- Mobility form almost by definition part of an international career. Especially at the beginning of your career it is very likely that you have to move a lot from one place to another and often from one continent to another. Job contracts are often short-term (six months to one year). This can strain your personal relationships.
- Flexibility is crucial during an international career. Do not expect the job of your dreams at the beginning of your career. Just make sure that the jobs you accept are relevant for the career you have in your mind. Remember that work conditions in developing countries can be tough.
- Once you have an internship or job, try to find a mentor who can support your career. Talk to the people at your workplace about your career. Maintain the contact with them (“networking”).

Internship Opportunities

Internships are often the best way to start an international career. They offer you the opportunity to gain relevant work experience, to improve your social and language skills and to establish contacts with people who can help you with your career. In general, there are a huge number of internship opportunities all over the world. The selection process for the large majority of these (paid or unpaid) internships is highly competitive, although some countries have special scholarship programmes for their citizens. Sometimes applicants have to fulfil certain criteria, in particular regarding language skills, age and nationality. Make sure that you check all criteria before you apply.

IBEI recognizes the importance of internships for the future of its Master's students. Therefore, it supports its students on their way to their first internship in international affairs. There are essentially four different paths:

- **PATH 1:** The IBEI has signed internship agreements for its students with numerous international organizations and companies (mainly based in Barcelona and Madrid). You can apply for these internship opportunities through a standardized procedure through Academic Office. The selection process for these internships is competitive, even though only open to IBEI students.
- **PATH 2:** You can look for your own internship opportunities independently of IBEI. Especially large international organizations such as the UN Secretariat or NATO run their own internship programmes and do not sign contracts with individual educational institutions. Please find below several links where you can find more information about specific internship programmes.
 - Internships in the United Nations System:
<https://careers.un.org/lbw/home.aspx?viewtype=ip>
 - Eurobrussels (for internships in European affairs):
<http://www.eurobrussels.com/>
 - A Herbert Scoville Jr. Peace Fellowship (for peace-related internships in the United States): <http://www.scoville.org/>

- International Intergovernmental Organizations that offer occasionally internships:
<http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/OportunidadesProfesionalesFormacion/OportunidadesProfesionales/organizacionesinternacionales/Paginas/programasparaestudiantes.aspx> (in Spanish)
- AIESEC: <http://www.aiesec.org/>

Major think tanks or even multinational corporations also offer internships. Please check the webpages presented in the Job opportunities section.

Almost all Ministries for Foreign Affairs offer information on how to start an international career. Check your national ministry. For instance, Switzerland: <https://www.eda.admin.ch/eda/en/home/fdfa/working-at-fdfa/berufserfahrene/karriere-in-internationalenorganisationen.html>

- **PATH 3:** If you find an internship programme on your own that requires you to be a student, e.g. in the UN Secretariat, or a contract between the organisation and IBEI, please contact the Internship Office and we will help you with all the paperwork.
- **PATH 4:** Although this is not an internship opportunity strictly speaking, to go on a peace missions, e.g. as an election observer, can also be a good starting point. However, national governments usually organize the recruiting of members of peace missions, even though the mission itself is run by an international organization. Contact your foreign ministry for more information!

IBEI Internship Regulations

The objective of professional internships is to acquaint students with the tasks and challenges involved in the daily practices of organisations and professionals in international relations, security and development. They also afford students the opportunity to put into practice the knowledge they have acquired in their IBEI Master's courses. These internships may be curricular or extracurricular. In either case, the student must be enrolled in a Master's Programme offered by IBEI.

Professional internships do not establish a connection or work relationship between the student and the company or institution and are regulated by specific standards set by IBEI, which are based on the regulations used by Universitat Pompeu Fabra (UPF) in accordance with Royal Decree 592/2014 of 14 July. Before a professional internship can be arranged, IBEI and the host organisation must first sign a cooperative education agreement.

The internship must be completed while maintaining the student status and, therefore, before the Final Research Project minutes are closed. Students who are enrolled in the IBEI Internship Programme, even without an assigned internship, may request an extension of the Final Research Project enrolment until March of the following academic year and pay the corresponding administrative fee (60€ for the academic year 2018-2019). The request must be done before 30 June 2019.

Students who carry out a professional internship of less than 20 hours per week during the second semester may request an extension of the Final Research Project to March of the following academic year, which must be communicated to the Academic Office no later than 7 days after the official confirmation of the internship.

Furthermore, students who carry out an internship of less than 20 hours per week during the second semester may substitute a 4-credit elective course for the internship course at no additional cost. Those students who complete a more than 20 hours per week internship during the second semester must request a change to the part-time modality.

Curricular Internships

Curricular internships make up part of the curriculum of each Master's Programme and require enrolment in the elective course titled Professional Internship, worth 4 ECTS credits. This course will appear on the student's academic record. **Mundus MAPP students** are not

allowed to do a curricular internship during their second academic year at IBEI as they already completed one in the first year. Curricular internships are required to have a **minimum of 120 hours and a maximum of 900 hours**.

IBEI supervises the content of curricular internships to ensure they are related to the different areas covered in each Master's programme. Curricular internships are considered an elective course and must be done in between academic terms, with exception being made for part-time students.

Students who wish to carry out curricular internships may enrol in the course Professional Internship as part of the 60 credits necessary to complete the Master's programme and may do so during the first week of each term. Students may also take the course as an additional subject, adding 4 credits to the 60 credits necessary to complete the programme (60 credits + 4 ECTS credits). Enrolling in the course for extra credit can be done by completing an enrolment form from the Academic Office no later than 7 days after the official confirmation of the internship and it has a cost of 60€. **Each student may only do one curricular internship.**

The internship must be completed before the Final Research Project minutes are closed (i.e. November 15 for students who submit their Final Research Project in September and May 31 for students who submit their Final Research Project in March of the following academic year). **Students enrolled in the Internship Programme will be able to ask an extension for the submission of the Final Research Project to March 2020 until 30 June 2019 with an extra cost of 60€.**

Extracurricular Internships

Extracurricular internships do not make up part of the curriculum nor do they appear on a student's academic record, though they will appear on the European Supplement to the Degree. **The internship must be completed before the Final Research Project minutes are closed** (i.e. November 15 for students who submit their Final Research Project in September and May 31 for students who submit their Final Research Project in March of the following academic year). For **Mundus MAPP students**, the deadline to complete an extracurricular internship under IBEI conditions is August 31. Extracurricular internships must not exceed 900 hours.

Extracurricular internships are also required to have **a minimum of 120 hours and a maximum of 900 hours**. While extracurricular internships do not require enrolment, IBEI must first establish a cooperative education agreement with the company or institution willing to take on an intern. The processing cost of the internship agreement is 100€. Exceptionally IBEI will accept extracurricular internships of less than 120 hours, without the mentioned fee.

CURRICULAR INTERNSHIP	Require enrolment in the 4 ECTS credits elective course titled Professional Internship. This course will appear on the student's academic record.	Students may enrol in the course as part of the 60 credits necessary to complete the Master's programme or may also take the course as an additional subject, adding 4 credits to the 60 credits necessary to complete the programme (with a fee of 60€).	Minimum of 120 hours and maximum of 900 hours.	The deadline for finishing curricular internships is 15 November 2019 if the Final Research Project has been submitted in September and 31 May 2020 if it has been submitted in March (with a fee of 60€).
EXTRACURRICULAR INTERNSHIP	Do not make up part of the curriculum nor do they appear on a student's academic record.	Do not require enrolment but IBEI must establish a cooperative education agreement with the company (with a fee of 100€).	Must not exceed 900 hours.	The deadline for finishing extracurricular internships is the same as curricular ones, except for Mundus MAPP students which is 31 August 2019.

Curricular Internships offered by IBEI (Path 1)

IBEI has an established support system for students wishing to do internships that will help them to identify professional internships, systematically collect the necessary information and, at the same time, establish cooperative education agreements with different organisations, both public and private. The purpose of this is to guarantee a varied offer of internships for Master's programme students and to ensure those internships are suitable to different aspects and professional interests related to international relations and security. IBEI also offers seminars and personalised support to identify alternative opportunities for internships.

IBEI offers its own curricular internships. These are managed directly through cooperative education agreements already in place with various companies and institutions (mainly based in Barcelona and Madrid).

Students who wish to receive more information about the internships offered and managed directly by IBEI must complete a form indicating their areas of interest (private companies, institutions or NGOs), the region they are interested in (international, Spain, Barcelona) and any other information they consider relevant. In addition, they must present an updated CV, together with a letter of intent.

The attendance to at least **two career skills workshops**, as part of the IBEI Internship Programme, will be compulsory for those students interested in this programme. These workshops will be held on three different periods: **in mid-January, in February and in April 2019.**

Organisations working in collaboration with IBEI send descriptions of available internships, which will be forwarded to students who have requested information about the internships IBEI offers. Students may then notify IBEI if they are interested in any. The student will not contact the organisation directly. IBEI will act as intermediary and send the CVs of the interested candidates who best meet the requirements of the job description.

The final selection of the candidates will be made by the host organisation. The internships will be formalised through an appendix of the Internship Agreement signed by IBEI, the host institution and the selected student.

Curricular Internships independently of IBEI Programme (Path 3)

Students may carry out internships in organisations external to IBEI, such as private companies, international organisations, NGOs and public institutions. Once a student has received an offer to carry out an internship outside of IBEI, he or she must notify the Academic Office, specifying the characteristics of the internship, the name and position of his or her tutor and the contact details of the interested organisation. The Academic Internship Coordinator will supervise the proposal and IBEI will help the student to complete all the necessary paperwork and establish a cooperative education agreement with the organisation, should one be necessary.

IBEI also supports those students who prefer to carry out curricular or extracurricular internships in companies and institutions with which they have established a relationship of their own accord. There are also many institutions with their own competitive internship programmes, and in some cases IBEI cannot establish an agreement.

Assessment of Curricular Internships

Curricular internships are equivalent to one elective course worth 4 ECTS credits and are subject to a predefined and standardised assessment system. **Within a month after the internship has finished, IBEI must receive a report from the organisation where the student is carrying out the internship, as well as a final report from the student.** The final grade is based on these two reports:

- 1) The first is an assessment report from the student's supervisor in the host institution where the internship is carried out. The supervisor must complete a standardised form assessing the professional competencies acquired by the student by giving each a mark of 0 to 4, with 4 being the highest. The supervisor will send this report to the IBEI academic coordinator of internships through an electronic system within a month after the internship has finished.
- 2) The second document is a five-page personal report submitted by the student on the progress he or she made during the internship and the professional experience acquired. The report must include the following points:
 - A) Student's personal details.
 - B) Name and location of the organisation where the internship was carried out.

- C) Detailed description of the tasks, jobs and departments he or she was assigned to.
- D) Assessment of tasks performed with the knowledge and competencies acquired during university studies.
- E) Problems that arose and how they were resolved.
- F) Knowledge and skills that were acquired on the internship.
- G) Assessment of internship and suggestions for improvements.

The student must submit the final report to the IBEI Academic Internship Coordinator by email (internship@ibei.org) within one month upon completing the internship. The final grade is the average of the supervisor's report and the personal report. The final assessment will be made once the internship has been completed. If no assessment of the internship is made, the subject will appear as "incomplete" on the student's record. The IBEI Academic Internship Coordinator is responsible for determining if the student passes the course and must sign all necessary paperwork to that effect.

Head of Academic Office and Teaching Quality Assurance:

Mariona Fernández

mfernandez@ibei.org

Academic Internship Coordinator:

Laia Mestres

lmestres@ibei.org

And finally, what you can do for IBEI

Keep in touch and tell us about your career in the “real world”. The IBEI is eager to maintain a close relationship with its students, even years after the formal end of the Master's programme.

Good Luck!

IBEI Internship Placements

IBEI students have completed internships at sites such as these over the last two years:

ACUP-GUNI. Associació Catalana d'Universitats Públiques & Global University Network for Innovation
Àrea Metropolitana de Barcelona. International Relations and Cooperation Department
ASAP Worldwide
Asociación UpSocial
Associació Acció Internacional per la Pau - IAP Catalunya
Associazione di Promozione Sociale Futuro Digitale. Terranova da Sibari (Italy)
BIPP HUB. Barcelona International Public Policy Hub
Carnes Global Projects
Casa Asia. Oficina en Madrid
Casa Asia. Programa Escuela de Bambú
Centro Cultural de España en Chile
CIDOB. Barcelona Centre for International Affairs
Consulado General de Colombia en Barcelona
Consulado General de España en Jerusalén (Israel)
Consulado General de España en Nueva York (EE.UU.)
Consulado General de España en Orán (Argelia)
Consulado General de España en Río de Janeiro (Brasil)
Consulado General de México en Barcelona
Cruz Roja Cataluña. Departamento de Cooperación Internacional, Derechos Humanos y Derecho Humanitario
DemocraciaAbierta / openDemocracy
Department of Official Delegations in Ukraine under State Administration of Affairs. Boryspil
DIPLOCAT. Consell de Diplomàcia Pública de Catalunya
Discroll's de España Operaciones S.L.
EDUCO – ChildFund Alliance
Embajada de España en Bogotá (Colombia)
Embajada de España en Dakar (Senegal)
Embajada de España en Dublín (Irlanda)
Embajada de España en El Cairo (Egipto)
Embajada de España en Nairobi (Kenia)

Embajada de España en Nicosia (Chipre)
Embajada de España en Puerto España (Trinidad y Tobago)
Embajada de España en Roma (Italia)
ESADEGeo. Center for Global Economy and Geopolitics
Eurocivis
Everis Consulting. Barcelona and Brussels
Federal Foreign Office of Germany. Bonn
Fédération Internationale des Ligues des Droits de l'Homme (FIDH). Brussels
FIIAPP. Fundación Internacional y para Iberoamérica de Administración y Políticas Públicas. Madrid
Generalitat de Catalunya. Departament d'Interior
Generalitat de Catalunya. Direcció General de Cooperació al Desenvolupament
Generalitat de Catalunya. Secretaria d'Acció Exterior i de la UE
German Chamber of Industry and Commerce in Barcelona
German Embassy in Pretoria (South Africa)
German Federal Office for Migration and Refugees. Nürnberg
GlobalCAD
IBEI Research Project. "Minority rights and Peace Stability"
IBEI Research Project. "Autogobierno y rendición de cuentas de políticas sociales"
IBEI Research Project. EU Jean Monnet Network NORTIA
IBEI Research Project. EUN-NET
IBEI Research Project. GLONEXACO
IBEI Research Project. INDIPACT
IBEI Research Project. LEADERS
IBEI Research Project. Paradox Great Lakes
IBEI Research Project. POLINC (CPI-EIP)
IBEI Research Project. SociAL-Reg
IBEI Research Project. TRANSCRISIS
IBEI Research Project. UNIREGOV
IEMed. Institut Europeu de la Mediterrània
lesMed. Innovación y Economía Social en el Mediterráneo, Sociedad Cooperativa Europea Limitada
Institute of Peace and Conflict Studies (IPCS). New Delhi
Instituto DYM

Intermon Oxfam. Barcelona y Madrid
ISGLOBAL. Instituto de Salud Global
Kenya Climate Innovation Centre (KCIC). Nairobi
Llorente & Cuenca Barcelona S.L.
Metropolis. World Association of the Major Metropolises
Ministerio de Asuntos Exteriores, Unión Europea y Cooperación de España. Dirección General de Iberoamérica. Madrid
Ministerio de Asuntos Exteriores, Unión Europea y Cooperación de España. Unidad de Asuntos para el Mediterráneo. Madrid
Ministerio de Asuntos Exteriores, Unión Europea y Cooperación de España. Secretaría General de Asuntos de Justicia e Interior. Madrid
Ministerio de Asuntos Exteriores, Unión Europea y Cooperación de España. Secretaría General de Cooperación Internacional contra el Terrorismo, las Drogas y la Delincuencia Organizada. Madrid
Ministerio de Defensa de España. Secretaría General de Política de Defensa. Madrid
OSIFE. Open Society Initiative for Europe
Philips Lighting B.V. Signify. Amsterdam
PlayGround Magazine
Real Instituto Elcano. Madrid
Representación Permanente de España ante el Consejo de Europa en Estrasburgo
Representación Permanente de España ante las Naciones Unidas en Ginebra
Representación Permanente de España ante las Naciones Unidas en Nueva York
Save the Children
Singapore Press Holdings. Singapore
THINK.it. Tunis
UN Women Italian National Committee. Turin
UNDP Istanbul Regional Hub
UNICEF. United Nations Children's Fund. New York
United Nations Office on Drugs and Crime. Vienna
United Nations University. Institute on Globalization, Culture and Mobility (UNU-CGM)
Universitat de Lleida. Centre d'Excel·lència Europeu Jean Monnet
Unrepresented Nations & Peoples Organization (UNPO). Brussels
Worldcoo
Worldreader

List of Paid Internships in International Organizations

INSTITUTION	TYPE	CITY	COUNTRY	SUPPORT
African Development Bank Group	Financial	Abidjan	Côte d'Ivoire	A monthly stipend, depending on the budget availability.
	http://www.afdb.org/en/about-us/careers/internship-programme/			
Asian Development Bank	Financial	Manila	Philippines	Unspecified stipend for 56 calendar days
	http://www.adb.org/site/careers/internship-program			
European Committee of the Regions	General	Brussels	Belgium	Paid by grant (approx. 1170 euros/month)
	https://cor.europa.eu/en/about/Pages/traineeships.aspx			
Council of the European Union	General	Brussels	Belgium	Grant of 1176,84 €/month, a restaurant reduction card, accident insurance coverage and a contribution towards the travel expenses from the place of recruitment to Brussels
	https://www.consilium.europa.eu/en/general-secretariat/jobs/traineeships/paid-traineeships/			
European Bank for Reconstruction and Development	Financial	London	United Kingdom	Remuneration according to level of education and work experience
	https://jobs.ebrd.com/go/Early-career-opportunities/1111501/			
European Central Bank	Financial	Frankfurt	Germany	Grant of either €1050 or €1900/month plus additional expenses
	https://www.ecb.europa.eu/careers/what-we-offer/traineeship/html/index.en.html			
European Commission	General	Brussels	Belgium	1176,83 €/month and reimbursement of travel expenses; accident and health insurance can also be provided
	http://ec.europa.eu/stages/index_en.htm			

European Court of Auditors	Technical	Luxembourg	Luxembourg	May be remunerated (1120 €/month) or non-remunerated
	https://www.eca.europa.eu/en/Pages/traineeshipcomplet.aspx			
European Court of Justice	Law	Luxembourg	Luxembourg	1120 €/month
	http://curia.europa.eu/jcms/jcms/Jo2_7008/			
European Economic and Social Committee	General	Brussels	Belgium	A maintenance grant of 1176,84 €/month
	http://www.eesc.europa.eu/?i=portal.en.traineeships			
European External Action Service	General	Brussels and abroad	Belgium and abroad	A grant of 1,300 €/month; an accommodation contribution set at 1,058 €/month; an installation contribution of 2,116 €; a contribution for the cost of the journey of 2,644 €; a contribution of 705 € for the insurance.
	https://eeas.europa.eu/headquarters/headquarters-homepage/2463/junior-professional-in-delegation-jpd_en			
European Ombudsman	General	Strasbourg	France	25% of the basic salary of staff on grade AD 6 plus the household allowance and travel grants, where appropriate
	https://www.ombudsman.europa.eu/en/office/careers			
European Organisation for the Safety of Air Navigation	Technical	Luxembourg	Luxembourg	Flat-rate allowance of 900 €/month
	http://www.eurocontrol.int/articles/traineeships			
European Organization for Nuclear Research	Technical	Geneva	Switzerland	An allowance of 3283 Swiss Francs/month
	https://jobs.smartrecruiters.com/CERN/743999679514316-administrative-student-programme			
European Parliament	General	Brussels	Belgium	1281 €/month
	http://www.europarl.europa.eu/at-your-service/en/work-with-us/traineeships			
European Space Agency	Technical	Paris	France	A monthly allowance of € 600 for non-residents and € 300 for residents is granted
	https://www.esa.int/About_Us/Careers_at_ESA/Student_Internships2			

Europol	Technical	The Hague	Netherlands	808 €/ month and travel allowance
	https://www.europol.europa.eu/internships			
European Union Agency for Fundamental Rights	Technical	Vienna	Austria	A monthly grant corresponding to one quarter of the grade AD5 – step 1 and a travel allowance
	http://fra.europa.eu/en/about-fra/recruitment/internship			
European Union-Latin America and Caribbean Foundation (EU-LAC Foundation)	General	Hamburg	Germany	450 €/month
	http://eulacfoundation.org/en/internships			
FIIAPP (Fundación Internacional y para Iberoamérica de Administración y Políticas Públicas)	Development	Madrid	Spain	900 €/ month
	http://www.fiiapp.org/ofertas/			
FRONTEX (European Border and Coast Guard Agency)	Security	Warsaw	Poland	720 €/ month
	http://frontex.europa.eu/about-frontex/careers/traineeships/			
Inter-American Development Bank	Financial	Washington, DC	United States	A stipend that enables students to cover housing and living expenses
	https://jobs.iadb.org/en/students			
International Atomic Energy Agency	Technical	Vienna	Austria	A stipend of 500€/month to interns who do not receive financial support from an institution, university or other source, and an additional 500€/month to interns who pay for his/her own accommodation to a non-family third party.
	http://www.iaea.org/About/Jobs/internships.html			
International Fund for Agricultural Development	Technical	Rome	Italy	A monthly allowance and a housing and travel allowance
	https://www.ifad.org/web/guest/internship-programme			

International Labor Organization	Technical	Geneva	Switzerland	Stipend to cover basic subsistence costs
	https://jobs.ilo.org/content/Internships/?locale=en_GB			
International Monetary Fund	Financial	Washington, DC	United States	Paid internship, stipend not defined
	http://www.imf.org/external/np/adm/rec/job/summint.htm			
International Organization for Migration	Technical	Geneva	Switzerland	Monthly Subsistence Allowance (between CHF 500 and 1500)
	https://www.iom.int/internships-iom			
INTERPOL	Security	Lyon	France	550 €/ month
	http://www.interpol.int/es/Recruitment/Other-recruitment-pages/Internships			
NATO Parliamentary Assembly	Security	Brussels	Belgium	A monthly stipend; shared accommodation and basic health insurance
	https://www.nato-pa.int/content/research-assistant-programme			
North Atlantic Treaty Organization	Security	Brussels	Belgium	1049,65€/month and travel allowance
	http://www.nato.int/cps/en/natolive/71157.htm			
Union for the Mediterranean	Technical	Barcelona	Spain	550€/month
	https://ufmsecretariat.org/work-with-us/internships/			
World Bank	Financial	Washington, DC	United States	Interns are paid on an hourly basis for the actual hours worked (depending on their qualifications) and a travel allowance
	http://www.worldbank.org/en/about/careers/programs-and-internships/internship			
World Food Programme	Technical	Rome	Italy	Between USD 200 and 700 plus health insurance
	http://www.wfp.org/careers/internships			

World Intellectual Property Organization	Technical	Geneva	Switzerland	Monthly Stipend (between CH 500 and 2000)
	http://www.wipo.int/erecruitment/en/internship.html			
World Trade Organization	Financial	Geneva	Switzerland	Daily allowance of CHF 60 (including weekends and official holidays falling within the selected period)
	https://www.wto.org/english/thewto_e/vacan_e/ypp_e.htm			

Other Paid or Unpaid Internship Opportunities

INSTITUTION	LOCATION
International Organizations	
African Union Commission http://www.au.int/en/internship	Addis Ababa
ASEAN https://asean.org/opportunities/vacancies-asec/ http://www.aseanfoundation.org/what-we-do/internship-programme	Jakarta
Council of Europe https://www.coe.int/en/web/jobs/traineeships	Strasbourg
Economic Commission for Latin America and the Caribbean (ECLAC) https://www.cepal.org/es/oportunidades-de-empleo#practica	Santiago de Chile
Economic Community of West African States (ECOWAS) http://comm.careers.ecowas.int/index.php?department=Political+Affairs%2C+Peace+and+Security	Abuja
Organization of American States http://www.oas.org/en/saf/dhr/internships/indexEN.asp	Washington, DC and national offices
Organization for Security and Cooperation in Europe http://www.osce.org/employment/91	Vienna, various missions
United Nations https://careers.un.org/lbw/home.aspx?viewtype=ip	New York, Geneva, Vienna, Nairobi, Addis Ababa, Bangkok, Beirut, Santiago

UNDP (United Nations Development Programme) http://www.undp.org/content/undp/en/home/jobs/types-of-opportunities/internships.html	New York, regional and field offices
UNESCO (United Nations Educational, Scientific and Cultural Organization) https://en.unesco.org/careers/internships	Paris, field offices
UNFCCC (United Nations Framework Convention on Climate Change) https://unfccc.int/secretariat/employment/internship.html	Bonn
UNHCR (UN High Commissioner for Refugees) https://www.unhcr.org/internships.html	Geneva, field offices
UN Office on Genocide Prevention and the Responsibility to Protect http://www.un.org/en/genocideprevention/employment.html	New York, NY
USAID (US Agency for International Development) https://www.usaid.gov/work-usaid/careers/student-internships	Washington
Think Tanks and Research Institutes	
Arab Institute for Security Studies, http://www.acsis.org/interns.php	Amman
Africa-America Institute http://www.aaionline.org/about-aa/careers/africa-america-institute-internship-program/	New York, NY
British American Security Information Council http://www.basicint.org/about/join-us/	London & Washington, DC
Brookings Institution https://interns-brookings.icims.com/jobs/intro?hashed=-435682078	Washington, DC
CATO Institute https://intern.cato.org/	Washington, DC
Centre for European Policy Studies http://www.ceps.be/content/opportunities-ceps	Brussels
Center for Security Studies (CSS) and International Relations and Security Network (ISN) http://www.css.ethz.ch/en/center/internship-program.html	Zurich
Center for Strategic and International Studies https://www.csis.org/programs/about-us/careers-and-internships/internships	Washington, DC

Chatam House, the Royal Institute of International Affairs https://www.chathamhouse.org/jobs/interns-information	London
European Council on Foreign Relations https://www.ecfr.eu/jobs	Berlin, London, Paris, Madrid, Rome, Sofia, Warsaw
European Union Institute for Security Studies https://www.iss.europa.eu/opportunities	Paris
Flemish Peace Institute https://www.flemishpeaceinstitute.eu/internships	Brussels
Fondation pour la Recherche Stratégique https://www.frstrategie.org/frs/emplois-stages/	Paris
German Marshall Fund of the United States http://www.gmfus.org/careers	Washington, DC and European offices
Group for research and information on peace and security – GRIP (Groupe de Recherche et d'Information sur La Paix et la Sécurité) https://www.grip.org/en/node/108	Brussels
Henry Jackson Society https://henryjacksonsociety.org/vacancies/	London
Henry L. Stimson Center http://www.stimson.org/about/employment/internships/	Washington, DC
Heritage Foundation https://www.heritage.org/young-leaders-program	Washington, DC
Hudson Institute https://www.hudson.org/about/employment	Washington, DC
Human Rights Watch https://careers.hrw.org/	
International Institute for Strategic Studies – US https://www.iiss.org/careers	Washington, DC
Institute for Conflict Research http://conflictresearch.org.uk/staff/	Belfast
Institute for National Security Studies http://www.inss.org.il/about/internships/	Tel Aviv
Institute for Peace Research and Security Policy, Hamburg (Institut für Friedensforschung und Sicherheitspolitik – IFSH) http://ifsh.de/en/teaching/internship/	Hamburg
Institute for Sustainable Development and International Relations (IDDRI) http://www.iddri.org/Emplois-et-stages/	Paris

Institute of Peace and Conflict Studies http://www.ipcs.org/work_with_us.php	New Delhi
International Law and Policy Institute http://ilpi.org/internships/	Oslo
Israel Palestine Centre for Research and Information http://www.ipcri.org/index.php/about/jobs-internships	Jerusalem
Jerusalem Center for Public Affairs http://jcpa.org/program/internships-at-the-jerusalem-center/	Jerusalem
Peace Research Institute Frankfurt (PRIF) https://www.hsfk.de/en/career/internships/	Frankfurt
RAND Corporation http://www.rand.org/about/edu_op.html	Santa Monica, Boston, Washington, New Orleans, Brussels
Reut Institute http://reut-institute.org/en/Content.aspx?Page=Jobs	Tel Aviv
Stockholm International Peace Research Institute (SIPRI) https://www.sipri.org/about/vacancies/internships	Stockholm
United Nations Institute for Disarmament Research (UNIDIR) http://www.unidir.org/about/vacancies	Geneva
Nongovernmental, Non-Profit Organizations	
Arms Control Association http://armscontrol.org/internships	Washington, DC
Carter Center https://www.cartercenter.org/involved/educational-programs/internships-offered/index.html	Atlanta, GA
Centre for Humanitarian Dialogue http://www.hdcentre.org/en/about-us/jobs/	Geneva
Coalition for the International Criminal Court http://www.coalitionfortheicc.org/internships	New York, The Hague, regional offices
Commission on Security and Cooperation in Europe, U.S. Helsinki Commission https://www.csce.gov/about-csce/join-our-team/max-kampelman-fellowships	Washington, DC
Corporate Council on Africa http://www.africacncl.org/careers	Washington, DC
Extractive Industries Transparency Initiative (EITI) https://eiti.org/jobs	Oslo

Geneva Call http://www.genevacall.org/who-we-are/employment/	Geneva
Global Centre for the Responsibility to Protect http://www.globalr2p.org/media/files/research-and-administrative-internship-1.pdf	New York, NY
Global Financial Integrity (GFI) http://www.gfintegrity.org/careers/	Washington, DC
Global Security http://www.globalsecurity.org/org/interns.htm	Alexandria, VA
Global Witness http://www.globalwitness.org/about-us/jobs	London, Washington, DC
Herbert Scoville Jr. Peace Fellowship http://scoville.org	Washington, DC
Independent Diplomat: The Diplomatic Advisory Group https://independentdiplomat.org/about-us/interns/	Brussels (London, Washington, New York offices)
Institute for War and Peace Reporting http://iwpr.net/opportunities/development-intern	London, The Hague, Washington, DC
International Coalition for the Responsibility to Protect http://www.responsibilitytoprotect.org/index.php/join-the-coalition	New York, NY
International Crisis Group http://jobs.crisisgroup.org/	Brussels, various offices
International Peace Bureau http://www.ipb.org/intern/	Berlin
International Rescue Committee https://www.rescue.org/careers	USA, various offices
NGO Committee on Disarmament, Peace and Security (NGOCDPS) https://ngocdps.wordpress.com/internship-program/	New York, NY
Observatoire des Armements http://www.obsarm.org/spip.php?article6	Lyon
Open Society Foundations https://www.opensocietyfoundations.org/employment	various offices
Peace Action https://www.peaceaction.org/who-we-are/jobs-internships-volunteer-opportunities/	Washington, DC
Ploughshares Fund https://www.ploughshares.org/about-us/jobs	San Francisco, CA Washington, DC

Reaching Critical Will (Women's International League for Peace and Freedom) http://www.reachingcriticalwill.org/about-us/staff/interns	Geneva, New York, NY
Search for Common Ground https://www.sfcg.org/careers/	Washington, DC & Brussels
Transparency International, UK https://www.transparency.org/whoweare/work	London
Vienna Center for Disarmament and Non-Proliferation (VCDNP) http://vcdnp.org/internships.htm	Vienna
Wilton Park https://www.wiltonpark.org.uk/careers/	Sussex
World Federalist Movement, Institute for Global Policy http://www.wfm-igp.org/content/employmentinternships	New York, The Hague
Consultancies and Firms	
ABT Associates http://www.abtassociates.com/Careers-at-Abt/Current-Opportunities/Summer-Internship-Program.aspx	New York, Atlanta, London, Canberra...
Chemonics https://www.chemonics.com/internships/	Washington, and Regional Business Units
Control Risks https://www.controlrisks.com/careers	Africa, Americas, Asia, Europe, Middle East offices
Eurasia Group https://www.eurasiagroup.net/political-risk-training-program	New York, Washington, DC, London
Oxford Analytica http://www.oxan.com/about/careers/	Oxford, Washington DC, New York, Paris
Risk Advisory Group https://www.riskadvisory.com/risk-advisory-careers/	London, Washington, DC, Moscow, Dubai, Al Khobar, Hong Kong