

1. INTERNSHIPS

NRDC-GR introduces its internship program and provide current and recent students the opportunity to intern with the NRDC-GR HQ at Thessaloniki, Greece. NRDC-GR Internship Program is not an employment offer, neither explicitly nor implicitly. Through its internship program, NRDC-GR is aiming at introducing young candidates from different backgrounds into all areas of the Headquarters. The NRDC-GR Internship Program will consist of no more than 5 interns. The interns will gain an understanding of an international organization, while they enhance their CV.

NRDC-GR offers an opportunity to intern in the following areas:

- [Finance](#)
- [Personnel Administration](#)
- [Information Technology](#)
- [International Law](#)
- [Media/Journalism](#)

2. OBJECTIVES

The NRDC-GR Internship Program has three main objectives:

- To provide interns with an opportunity to learn from the NRDC-GR community and gain a thorough understanding of the organization and NATO in general.
- To expand the understanding of NATO in Alliance countries.

3. PROCEDURES

Internship applications, whether coming through the National Military Representatives or directly from candidates, are to be submitted using the enclosed **application form**. The candidates' CV must be attached to the application form plus their language and academic certificates. In addition all interns have to submit a one-page motivation letter stating their motives to intern with NRDC-GR and their expectations.

Following an initial screening by the NRDC-GR/J1 Branch, applications shall be circulated among Divisions/Branches, which shall be responsible for the selection of interns. In addition to verifying that applicants meet the required criteria for the program, the initial screening ensures a fair distribution of the internships among all member states that provides interns. **Final selection shall be made in July for the interns that will start in September and December for the interns that will start in January.** Once a candidate had been selected, the start date of the internship period will be determined taking into account divisional needs, the availability of the selected candidate and the security requirements.

All candidates will be informed of the selection outcome whether or not they have been selected.

4. CANDIDATES

The NRDC-GR Intern program focuses on highly motivated candidates from a wide variety of disciplines including: political science, international relations, security studies, law, economics, engineering, logistics, human resources, financial administration and management, accounting/auditing, information technology, language service, journalism, media communications and other relevant areas.

The NRDC-GR Internship Program will be limited to 5 interns per year and will be available for the following periods:

- ✓ **6 months as part of, or complementary to a university degree program (program starts in September and January)**
- ✓ **6 months internship for, in principle, recent Bachelor graduated students who are interested in a specific project that can be of support of a Master graduation program.**
- ✓ **6-12 months internship program for, in principle, recent Master or PhD graduated students graduated less than 18 months ago).**

The call for applications for NRDC-GR internship is open and will close on 30 June 2017

Applications received after the above mentioned date will not be considered

There is one call for applications per year with two starting dates, in September or in January the following year. All interns have to specify the desired period of internship being January or September.

5. ELIGIBILITY CRITERIA

To qualify for an internship, the applicant must meet the following eligibility criteria:

- ✚ All applicants for an internship must be a citizen of a NATO member Nation.
- ✚ All applicants must be proficient in the use of the English language.
- ✚ Applicant must have at least two years of successful university studies or equivalent.
- ✚ The program is open to current students or recent graduates (degree obtained within the last 18 months)

Only applications fulfilling the eligibility criteria will be taken under consideration. Applications that do not meet these criteria will be rejected automatically.

6. CONDITIONS OF INTERNSHIP

Interns are required to possess **a valid health and accident insurance coverage and a valid security clearance**, issued by the competent national authority. Formalities with the Greek authorities regarding their stay in Greece is an interns' responsibility.

7. APPLICATION FORM

Only applications completed in accordance with the following instructions will be taken into consideration. The others will be rejected automatically.

Please attach a CV, a one page motivation letter explaining and giving details about your motivation in applying for an internship at NRDC-GR and respected certifications(language, university degrees, courses etc)

If you notice a mistake after you have submitted your application, please submit your application once again. Only the latest version of your application will be taken into consideration during the selection process.

8. CONTACTS

For further information on the NRDC-GR Internship Program please contact us:

NATO Rapid Deployable Corps Greece
J1 Branch/ NRDC-GR Internship Program Coordinator
Pedion Areos Camp
Thessaloniki Greece