

1. INTERNSHIPS

NRDC needs your skills!

NRDC-GR is proud to introduce its internship program and provide current and recent students the opportunity to intern with the NRDC-GR international community at Thessaloniki, Greece.

Through its internship program, NRDC-GR is aiming at introducing young candidates from different backgrounds into all areas of the organization. The NRDC-GR Internship Program (NIP) will consist of no more than 5 interns. The internship program shall be beneficial to both the interns and NRDC-GR. The interns must be able to gain an understanding of an international organization, while substantiating their CV and the Divisions/Branches of NRDC-GR shall dispose of additional workforce over a set period of time.

We are especially interested in those with the following skillsets:

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

2. OBJECTIVES

The NIP 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 provide NRDC-GR with access to the latest theoretical and technical knowledge that the interns can apply through practical work assignments, as well as with additional staff resources.
- To expand the understanding of NATO in Alliance countries.

3. PROCEDURES

Internship applications, whether coming through the National Military Representatives or directly from candidates, must 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 essay giving details on the motivation for and internship at NRDC-GR and on their expectations during the internship.

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 NIP will be limited to 6 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) who are looking for work experience in an international organization as a first step to an international career.**

The calls for applications for NRDC-GR internship will close on 30 June for the interns that intent to start on September and on 30 October for the interns that will start on January

Applications received after the above mentioned date will not be considered

There are two calls 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 into consideration. The others will be rejected automatically.

6. CONDITIONS OF INTERNSHIP

Interns are required to have health and accident insurance coverage and take care of formalities with the Greek authorities regarding their stay in Greece.

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 essay explaining and giving details about your motivation in applying for an internship at NRDC-GR and respected certifications(language, graduations 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 NIP please contact us:

NATO Rapid Deployable Corps Greece
J1 Branch/ NIP Coordinator
Tel: +302310882619
Pedion Areos Camp
Thessaloniki Greece

NRDC-GR INTERNSHIP APPLICATION FORM

Date:

Name:

Address (residence):

Email Address:

Telephone Number:

Date of Birth:

Gender:

Nationality:

Education:

Specific Competencies/Specialty:

Preferred Period of Internship:

Preferred Area of Work: Please make a choice of three, indicating order of preference

with #1 being your first choice

<input type="checkbox"/> Human Resources	<input type="checkbox"/> Logistics
<input type="checkbox"/> Financial Administration	<input type="checkbox"/> Public Relations/Media
<input type="checkbox"/> Political Affairs	<input type="checkbox"/> Editing/Writing
<input type="checkbox"/> International Relations	<input type="checkbox"/> Web Support
<input type="checkbox"/> Defense Policy	<input type="checkbox"/> Information Management
<input type="checkbox"/> Crisis Management	<input type="checkbox"/> Translation
<input type="checkbox"/> Civil Military Cooperation	<input type="checkbox"/> Other.....

I have read and I agree to comply with the NRDC-GR Internship Program Directive.

Signature of Applicant