

The Danish Embassies in Latin America are looking for new qualified interns for autumn 2018



Do you dream of living and working in Latin America for 6 months? Are you interested in international business?

Passionate about supporting Danish business opportunities abroad and strengthening the strategic, economic and political relationship between Denmark and our Latin American trade partners?

Are you an ambitious and high performing team player looking for challenges and the adventure of a lifetime?

Then YOU are probably the one we are looking for.

The Danish Embassies in Latin America, including the Danish Embassy in: Argentina, Chile, Colombia and Mexico are looking for new qualified and ambitious interns.

In total, we have 8-10 intern positions. Our interns are highly valued as a very important and integrated part of the commercial and political teams at the embassies. All interns are starting on the 1st of August 2018 except the interns in Buenos Aires, Argentina, who will start their internship the 23rd of July. The positions last six months.

Application deadline is the 15th of March 2018 (see details below).

The internship at one of our embassies in the region is a unique opportunity to supplement your academic studies with hands on skills and thorough knowledge of Latin American business and political affairs propelling you and your future career.

Tasks

The Embassies work primarily as trade embassies. The intern takes part in the daily commercial work supporting Danish companies, export and business opportunities as well as participating in the Embassies' political and administrative work when required. Moreover ad hoc tasks of consular and cultural character can occur.

Tasks typically include:

- Supporting business opportunities between Latin American and Danish companies, Danish business delegations and/or ministers visits.
- Drafting market and sector insight reports.
- Assisting with updating the Embassy's political and economic information database.
- Tasks related to the Embassy's website and social media.
- Participating in and sometimes organizing various meetings and seminars.
- Supporting the public diplomacy effort, including drafting stories for local media.
- Answering different questions that are naturally directed to the Embassy.

Each intern's responsibilities will depend on the composition of the intern's professional profile. At the beginning of the internship, an agreement is signed to ensure that both the Embassy and the intern get the most out of the internship.

Qualifications

The internship includes highly variable and independent work and it is expected that the intern shows great flexibility, initiative, creativity and team spirit in her or his work.

Furthermore, tasks include a great part of outgoing contact. It is thus necessary that the intern masters Spanish and English both orally and in writing.

Equally, correct and articulate Danish is expected.

The intern should also be familiar with the programs in the Microsoft Office package, as well as general IT and internet use.

Finally, the intern must at the time of accession, be enrolled in a relevant educational institution and preferably study at graduate level.

Practical information

The internship accounts to approximately 37 hours per week with the right to 2.5 days of vacation each month of the internship. The internship is unpaid, but the Embassy contributes to expenses with up to DKK 3,000 a month.

A complete application includes motivated job application, CV and relevant diplomas, recommendations, etc. All applications must be in English and sent as a single PDF file named as follows: internshipapplication_firstname_surname.pdf.

Moreover, all applicants must indicate at which embassy the applicant is interested in an intern position. Interviews will be in English/Spanish.

In case you find several embassies in the region interesting, a prioritised list of the embassies should be enclosed in the application.

Deadline for application is **15th of March 2018**.

Candidates with non-Danish citizenships are more than welcome to apply. However, it is a prerequisite that the candidate has lived in Denmark for a several years, and that the

candidate at the time of the application has residence in Denmark. Finally, the candidate must be eligible based on the above-mentioned qualification criteria.

The application must be send by e-mail to mexamb@um.dk. The Embassies in the region will jointly select and interview the most qualified candidates.

Questions can be directed to:

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