

NATO UNCLASSIFIED

HEADQUARTERS ALLIED MARITIME COMMAND

INTERNSHIP PROGRAMME

JOB DESCRIPTION

DIVISION: POLITICAL ADVISOR (POLAD)

DESCRIPTION OF INTERNSHIP PROJECT (as a minimum should cover principal duties and tasks):

- Support POLAD office with administration, travel and management of tasker tracker.
- Provide pol-mil research on topics of key MARCOM interest.
- Support creation of POLAD products – Commander’s Update Briefings (CUB), briefings, remarks.
- Represents the POLAD office when POLAD and SO Pol-Mil Affairs is absent.

EXPECTED DELIVERABLES:

- Support creation of weekly POLAD products especially CUB briefing
- Conduct research on Russia and Eurasia in areas of MARCOM interest.
- Conduct research in North Africa pol-mil issues, as needed.
- Provide weekly written input on tasked areas of support.

MINIMUM LEVEL OF EDUCATION:

- At least two years of successful university study or equivalent experience. BA and postgraduate research experience preferred.

AREA OF STUDIES:

- Political Science/International Relations, social sciences, law.

ADDITIONAL SPECIALTIES: Russian language proficiency would be welcome.

FIELD OF EXPERIENCE/INTEREST:

- Politico-Military Affairs
- European Affairs
- Russian Affairs
- NATO and collective defence
- North African politics and society

SKILLS: (get involved, inspire, mobilise, provide advice)

- Is able to put in practice theoretic management skills.

NATO UNCLASSIFIED

NATO UNCLASSIFIED

- Develops relationship with MARCOM personnel
- Is able to analyse, summarize and conceptualize on a given task.
- Support MARCM HR decision process.

IT SKILLS: Working Knowledge of Microsoft Office.

SECURITY CLEARANCE LEVEL REQUIRED: NATO SECRET

SPONSOR: James H Bergeron Tel no 01923 95656588

PREFERRED START DATE: 1ST quarter 2020

NATO UNCLASSIFIED