**Intern at the Embassy of Denmark in Vietnam – Communication, Culture and Public Diplomacy**

(1 August 2022 – 31 January 2023)

The Embassy of Denmark in Vietnam is looking for a qualified student to become our next communication, culture and public diplomacy intern **from 1 August 2022 to 31 January 2023:**

The Embassy’s Communication, Culture and Public Diplomacy section deals with tasks within Public Diplomacy, culture, communication, press and social media. Depending on your qualifications and abilities, you are as an intern expected to contribute to the daily work at the Embassy within these areas. You will work with both posted staff and local staff. Tasks include the following:

* Involved in the Embassy’s online platforms such as the Embassy’s website, Facebook, LinkedIn
* Assisting and planning in relation to delegation visits and other culture/PD events
* Public Diplomacy tasks with a focus on branding Denmark in Vietnam
* Assisting in the Embassy’s press activities and contributing to the Embassy’s cultural activities, including fundraising, organising and participating in events, preparing PR-material etc.
* General assistance to the section, e.g coordinate meetings, proofreading/translating when necessary.
* Research assignments
* You will be given the opportunity to prepare a paper within an agreed area according to your wishes and professional interests in connection with the credit transfer of the internship.

**Qualifications**

The candidate must have completed basic education (BA) at university level or equivalent and be enrolled in postgraduate studies. **English and Danish proficiency** – written and oral – and IT qualifications at user level are required.

**The aim of the internship**

The internship has an educational purpose and must contribute to the education of the candidate. The work will be organised in order to support credit transfer, if allowed by the relevant university/programme.

**Remuneration**

* A salary is not paid, but the Embassy provides a compensation of 2,500 DKK per month to support expenditures for accommodation, food and transportation. During the internship, the Danish state education grant (SU) can be received according to existing rules. Candidates are encourage to contact SU for specific guidance.
* The intern is responsible for finding accommodation him- or herself. The Embassy could give some advice when being requested.
* We highly recommend that the selected candidate will attend the two-days introduction course at the Embassy before the official start on 1st August 2022.

**Application**

* Please send application, CV, grades and a copy of relevant diplomas in English and in **one document** to the Embassy on: hanamb@um.dk. Please mark the e-mail: "Application for Intern Position".
* Please state that you are applying for the Communication, Culture and Public Diplomacy position.

**Deadline**

* 8th April 2022
* When the Embassy has received the application, a confirmation will be sent. Selected candidates will be called for an online interview. A final decision can be expected no later than 4 weeks after the stated deadline.

**Questions**

* For more information, please visit: [www.vietnam.um.dk](http://www.vietnam.um.dk) or: [www.facebook.com/dkvietnam](http://www.facebook.com/dkvietnam);