

Job Posting: 9143 - Position: Foreign Policy and Advocacy Intern - PAID

Co-op Work Term Posted:	Summer 2019
App Deadline	02/20/2019 11:59 PM
Application Method:	Career Bridge
Posting Goes Live:	02/06/2019 09:52 AM
Job Posting Status:	Expired

Company Information

Organization	Embassy of Canada to the Kingdom of the Netherlands
Salutation	Ms.
Job Contact First Name	Jane
Job Contact Last Name	Doe
Contact Title	Advocacy Officer
Address Line One	350 Albert Street Suite 2020
City	Ottawa
Province / State	Ontario
Postal Code / Zip Code	K1R 1A4
Country	Canada

Job Posting Information

Term Posted	Summer 2019
Job Title	Foreign Policy and Advocacy Intern - PAID
Duration	4 Months
Job Location (City/Town)	Ottawa / Netherlands
Job Location (Province/State)	Ontario

Job Description

The student will be a key member of the Foreign Policy and Diplomacy Service team at the Embassy of Canada in the Netherlands. Specifically, the student will be assigned to files relating to: WWII commemoration, political and economic advocacy and developments in the Netherlands, and other bilateral relations issues. The student will also be asked to contribute to the planning and execution of mission events and (high-level) visits. Efforts will be made to tailor work to the student's interests and academic and professional goals.

Political Affairs & Advocacy

- Monitor English language social and traditional media on Dutch, and Canada-Netherlands issues, summarize and share with colleagues, as required
- Support Political Officers and Counsellor in attending meetings and diplomatic briefings at the Ministry of Foreign Affairs, International Organizations, other Embassies, etc., and report on discussions
- Contribute to the development of advocacy and outreach strategies in support of Canadian foreign policy priorities
- Support Political Officers in programme delivery of activities related to '75 years of freedom' (WWII liberation commemoration)
- Draft social media posts and other communications products
- Draft reports on foreign policy issues of concern

Other (As Needed)

- Support the logistical planning and execution of embassy events and visits
- Assist in the representing the Embassy of Canada at official events in the Netherlands, e.g., WWII commemoration events

- Assist supervisors with protocol and administrative demands
- Assist supervisors in maintaining section electronic files

Job Requirements

Requirements

- Third or fourth year undergraduate or masters-level student
- Working-level English/French bilingualism

Assets

- Experience and training in political science, history, communications, international relations, and economics
- Masters-level studies
- Professional/office-based job experience
- Experience and/or interest in Canadian military and military history
- Experience planning and executing events
- Experience in public speaking and advocacy
- Experience in social media planning
- Strong verbal and written communication skills
- Ability to work independently with little supervision, and experience working as part of a team
- Dutch language skills

Preferred Academic Level	Undergraduate Graduate
All Programs	No
Targeted Degrees and Disciplines	Masters (MA-MSC) Master of Arts Bachelor of Management (BMGT) Economics BMgt International Management Political Science BMgt Bachelor of Arts (BA) Economics BA General Major - Social Sciences History Political Science BA
Salary	0.0 per hour for 37.5 Hours Per Week
Salary	0.0
Salary Note	Salary Based on Treasury Board of Canada
Projected Start Date	May 06, 2019 12:00 AM
Projected End Date	August 30, 2019 12:00 AM

Application Information

Application Material Required	Resume Cover Letter
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Additional Application Information

During the interview, students will be asked to elaborate upon their experience in: network-building, research and reporting, event

planning, and communications and advocacy. They may also be asked to perform a short writing exercise as part of the interview process.

Offer will be conditional on the student acquiring a security clearance (level TBD), a temporary visa and international travel and workplace insurance before the start of the assignment. The Embassy of Canada will assist the student in this process.