

# Internship Program - Institute for Central and Eastern European Societies

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## Department of Media and Publications - Internship Program

Position Type: Academic Internship (Remote)

Duration: 6 months minimum (with possibility of extension)

Eligibility: Undergraduate and graduate students currently enrolled at a recognised university

### Available Roles:

- Social Media Management and Production: Develop and implement social media strategies, create engaging content, and manage online communities.
- Public Relations: Support media outreach, press release writing, and stakeholder communication.
- Journalism: Research and write articles on Central and Eastern European topics, conduct interviews, and contribute to publications.

### Requirements:

- Currently enrolled at a recognised university
- Strong writing and communication skills in English and/or French (any additional language from Central and Eastern Europe is considered a strong asset).
- Experience with social media platforms and digital marketing tools.
- Interest in media production, journalism, or public relations.
- Knowledge of Central and Eastern European affairs preferred.
- Creative thinking and attention to detail.

### Application Process

#### Required Documents:

- Current CV/Resume
- Cover letter explaining motivation and relevant experience
- Academic transcript and/or enrollment verification
- Proof of language proficiency
- Optional (but encouraged) reference(s) (academic or professional)

### How to Apply:

Send your complete application to:

**humanresources.icees@gmail.com**

Subject Line: [Department Name] Internship Application - [Your Name]

Please mention **which field of roles** you would want to take on in case of admission

**Application Deadlines:**

- Spring Semester: Applications due January 15th
- Fall Semester: Applications due August 15th

**Contact Information:**

For questions about internship opportunities, please contact:

Email: **humanresources.icees@gmail.com**

Subject: Internship Inquiry

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*The Institute for Central and Eastern European Societies (ICEES) is committed to providing equal opportunities and encourages applications from diverse backgrounds. All internship positions are unpaid, but they offer valuable professional experience and academic credit opportunities, where applicable.*

