



OPANAL

Agency for the Prohibition of Nuclear Weapons in Latin America and the Caribbean

Inf.07/2019

24 January 2019

OPANAL INTERNSHIP PROGRAMME

1) The internship

The purpose of an internship at OPANAL Secretariat is to provide graduate and postgraduate students in the fields of international relations, international law and political sciences with on-the-job training opportunities. Internships will be granted on a limited scale and the participants will receive guidance and support from the Secretariat officers with respect to the duties to be performed, including:

- Assisting in meeting preparations;
- Assisting in the elaboration of proposals in support of the Agency's programmes;
- Assisting in the translation of documents (particularly English↔Spanish; knowledge of Portuguese and French is an asset) and
- Assisting in the drafting of documentation.

2) Duration

A 5-month internship.

First half of 2019: from 11 March to 9 August.

Second half of 2019: from 1 July to 29 November.

Interns are expected to adhere to the following timetable:

Monday through Thursday - from 9:00 a.m. to 05:00 p.m.

Friday – from 9:00 a.m. to 02:00 p.m.

3) Status of an intern

Although interns will not be regarded as officers of the Agency, they will report to the Secretary-General.

4) Privileges and immunities

Interns shall not be entitled to privileges and immunities by the Host State (Mexico).

5) Insurance

OPANAL does not provide any insurance coverage, medical or otherwise. An insurance certificate is required. Interns are entirely responsible for any insurance coverage that they may need.

6) Accommodation

Interns will be responsible for finding their own lodging in Mexico City.

7) Confidentiality

Interns are required to keep confidential any and all unpublished information acquired during the course of their internships and may not publish any reports or papers on the basis of information obtained, unless authorized to do so by OPANAL.

8) Application

Candidates must submit the following:

1. Curriculum Vitae (2 pages maximum)
2. Statement of purpose (1 page maximum)
3. Certified copies of university studies transcripts (including courses taken and grades received).
4. A letter of endorsement from the candidate's academic institution or Ministry of Foreign Affairs
5. Two letters of recommendation
6. A certification of enrolment in a health insurance plan.

9) Financial Support

Elected candidates will receive a round-trip airfare to Mexico City, and a monthly allowance of USD 1,000.00 for accommodation and living costs.

10) Deadline for the submission of applications

For the first half of the year: Tuesday, 22 February 2019.

For the second half of the year: Friday, 1 June 2019.

11) Applications shall be addressed to

Ms. Elizabeth Lemus Aviles, Programme Officer, at elizabeth.lemus@opanal.org