

Anna Lindh Foundation Internship Programme (Ref. no. Intern-/2023-1)

The Anna Lindh Euro-Mediterranean Foundation for the Dialogue between Cultures - ALF (<https://www.annalindhfoundation.org>) was created in 2005 and is based in Alexandria, Egypt. The Foundation is an international intergovernmental organisation registered at the Egyptian Ministry of Foreign Affairs. According to its statutes, ALF promotes the dialogue between cultures and contributes to the visibility of the Barcelona Process through intellectual, cultural, and civil society exchanges.

To fulfil its objective, the Foundation supports youth and promotes gender equality and networking in the Euro-Mediterranean region. With a pragmatic approach, ALF leads regional and local intercultural dialogue initiatives useful for societies and institutions. These actions are possible thanks to the work of the two main bodies of the Foundation: The Civil Society Network, which consists of National Networks with more than 4.500 members, and the 42 Members States of its Board of Governors.

Internship objective

The purpose of the ALF Internship Programme is as follows:

- To contribute to the Foundation's mission to foster youth inclusion through empowerment and engagement, helping Euro-Mediterranean young women and men become more competitive in the job market.
- To enable Euro-Mediterranean young women and men to acquire practical experience and knowledge of the daily work of the ALF units, together with understanding the objectives and goals of intercultural and civil society dialogue in the Euro-Mediterranean multilateral cooperation.
- To allow Euro-Mediterranean young women and men to work in a multicultural and multi-linguistic environment, contributing to mutual understanding, trust, and tolerance.

Through this remunerated Internship Programme, the ALF Secretariat will select in 2023 up to five young professionals. The interns will spend ten months at the ALF Secretariat in Alexandria, Egypt. Additional four months in selected coordinators of the ALF Civil Society National Networks willing to participate in this Programme can be conceded. At the Secretariat, interns will be assigned to ALF Units according to their profiles regardless the internship modalities chosen by the applications as first or second option.

Internship modalities

The 2023 edition of the Anna Lindh Foundation Internship Programme allows young professionals to do internships in one of the following five internship modalities:

Modality 1: Public Policies Unit

This Unit aims to foster cooperation between policy-makers, EU institutions, regional actors, the research community and relevant civil society representatives from across the region around intercultural themes through producing policy-oriented knowledge and organising relevant multi-stakeholder events and outreach activities.

Modality 2: Civil Society Unit –networking-

Regarding networking, the main objective of this Unit is to create a dynamic of steady mobilisation, interaction and networking between and within the 42 ALF National Civil Society Networks, with about 4.500 members throughout the Euro-Med region. This Unit empowers coordinators and grassroots members to deliver, in a decentralised manner, practical outputs and outcomes of intercultural dialogue



- **Modality 3: Civil Society Unit –regional projects-**

Regarding regional projects, the main objective of this Unit is to identify new niches for action, propose innovative approaches and methodologies harnessing the ALF added value, elaborate concept notes, logical frameworks, budget proposals, timelines and full proposals, seek potential partners at the Euro-Mediterranean scale and identify sources of funding.

- **Modality 4: Corporate Communication Unit**

This Unit is in charge of the internal and external communication of the Foundation, ensuring a regular flow of information through the permanent updating of the corporate website contents, the elaboration of trilingual ALF newsletters, feeding key corporate social media accounts and enhancing the 'Intercultural Dialogue Resource Centre', with emphasis on the use of audio-visual tools.

- **Modality 5: Quality Control Unit**

This Unit manages all aspects of quality control, monitoring and evaluating the ALF initiatives and tasks to ensure robust performance reviews. Its main objectives are data collection and assessment, ameliorating procedures, developing guidelines, templates, evaluation reports, and questionnaires, and applying corrective and preventative measures when necessary.

Eligibility Criteria

The criteria that will be taken into account in the selection process are the following:

- **Age.** Applicants must be under 30 at the start date of the internship contract (01 October 2023)
- **Nationality.** Interns are selected from the 42 member states of the Union for the Mediterranean: Albania, Algeria, Austria, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Egypt, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Israel, Italy, Jordan, Latvia, Lebanon, Lithuania, Luxembourg, Malta, Mauritania, Monaco, Montenegro, Morocco, North Macedonia, Palestine, Poland, Portugal, Romania, Slovak Republic, Slovenia, Spain, Sweden, The Netherlands, Tunisia and Türkiye. A geographic and gender balance will be observed.
- **Bachelor's degree in a field relevant to the chosen internship modality**
- **Knowledge of English (at least [C1 level](#))**
- **Master's degree in a field relevant to the chosen internship modality**
- **Proven experience in the chosen internship modality**

Interns will be assigned to the ALF Units according to their areas of study, previous experience and motivation, depending on the specific needs of the ALF Secretariat. There is the possibility to rotate or be assigned to other ALF Units according to needs and skills.

Work location / duration of the internship / start date

Interns will do their internship at the ALF Secretariat in Alexandria, Egypt, from the beginning of October 2023 to the end of July 2024 (ten months). Depending, among others, on the availability of the ALF Heads of Networks, interns can extend their internship up to four months at one of the coordinators of the ALF Civil Society National Networks' headquarters.



Remuneration

Interns will receive a monthly award of 1.200 euro that covers the entirety of the expenses related to their internship. International interns are free of Egyptian taxation, but they are not exempt from the abroad local income tax, if any. Local interns are subject to monthly deductions according to the regulations of the Egyptian Income Tax Authority.

Insurance policy

Interns will be required to contract their health and accident insurance coverage for the entire duration of the internship in Alexandria. Failure to comply with this prerequisite will imply the automatic revocation of the internship.

Working time

Interns are expected to carry out their internships five days a week, from Sunday to Thursday, eight hours a day, from 09.00 to 18.00, with a mandatory one-hour break. They will be entitled to up to 20 annual/casual leaves.

Application procedure

- Interested candidates must complete and submit the below application form in English only before 31 July 2023, at 23.59 Central European Summer Time (CEST):
<https://4w1uxk1pf0v.typeform.com/to/WRPeNZNw>
- Candidates must upload a motivation letter of no more nor less than two pages (Arial 11, simple space) and a detailed Curriculum vitae of no more than three pages, which has to follow the Europass template (<https://europa.eu/europass/en>), both in English only.
- A confirmation message will automatically be sent upon successful submission of the application.
- Only complete applications meeting the eligibility criteria and submitted before the deadline will be considered.
- Due to the high volume of requests, responses to individual requests will not be provided. Only shortlisted candidates will be contacted.
- The ALF Secretariat will conduct the eligibility check and the selection procedure during the Summer of 2023, and the first round of internships will start in October 2023.

