



INTERNSHIP IN SHANGHAI, AUTUMN 2020

Get unique experience in the field of international communication and event organization, and work in an innovative Sino-Nordic academic environment at one of China's best universities.

Nordic Centre at Fudan University in Shanghai, China, is offering an internship running from September to December 2020. The position is open to students from the Nordic Centre's member universities, and students from all academic fields are eligible to apply.

Nordic Centre is a network of 27 Nordic universities and one research institution, NIAS, which all have close collaboration with Fudan University in Shanghai. The Nordic Centre promotes and supports research and educational cooperation between its member universities and Chinese partners, and also promotes Nordic culture in Shanghai. Besides the office in Shanghai, Nordic Centre has a secretariat at University of Bergen, Norway. For more information about Nordic Centre (and to see if your university is a member), please visit nordiccentre.net, or find us on Facebook under Nordic Centre, Fudan University.

Our core team consists of a full-time Nordic Programme Manager, two full-time Chinese Programme Officers, a Demola course facilitator, and at times a couple of student assistants. The intern will be part of this international team, and report to the Programme Manager.

The responsibilities of the intern are:

- To organize social and cultural events, and help organize academic workshops and courses
- To contribute to newsletters
- To write and update information on our website and social media
- To assist in communication efforts, both with member universities and external stakeholders like the business community in Shanghai
- To assist the team in a variety of other duties

We expect you to speak and write English at a high level, as most communication will be in English. Knowledge of Chinese language and experience with Chinese relations would be an advantage, but is not required. It is important that the intern has an outgoing personality, likes to work independently on tasks, and feels comfortable communicating with many different types of people. You do not have to be a national citizen of a Nordic country to apply, but must be enrolled at a Nordic member university for the duration of the internship.

The working hours are about 35 hours a week. The internship is unpaid, but we offer a free Chinese language course at Fudan, another Fudan course of the student's choice, and free accommodation on campus. Note that many students will be eligible for funding from their government if they are enrolled in a programme that allows credit transfers for this kind of internship.

The deadline for applying is Sunday, April 5 before midnight (your own local time zone). Please send your one-page application letter, one-page CV, and other relevant documents to applications@nordiccentre.net as PDFs. Interviews will be conducted via Skype or phone right after the Easter Holiday.
