

**INTEGRATED AIR AND MISSILE DEFENCE  
CENTRE OF EXCELLENCE  
INTERNSHIP PROGRAMME**

**1. OBJECTIVES**

The IAMD COE Internship has three main objectives:

- To provide interns from different backgrounds with an opportunity to learn from the IAMD COE Community, gain thorough understanding and enhance their educational experience while working in an international Military Organization and with NATO in general.
- To provide IAMD COE with access to the latest theoretical and technical knowledge and expertise that the interns can apply through practical work assignments, as well as with additional staff resources.
- To expand understanding of Air Missile Defence in Alliance countries and expand the network on both sides.

**2. CANDIDATES**

The Internship Programme is focusing on highly motivated candidates from a wide variety of disciplines as mentioned above and other relevant areas. The Internship will last maximum six months and for the following cases:

- Internship program, as part of, or complementary to, a university degree program as arranged by the intern with his/her university.
- Internship program for, in principle, recent graduates at the Bachelor/Baccalaureate level, who are interested in a specific project that could support a Master's program as arranged by the intern with his/her university.

**3. FIELDS**

We are generally interested in the following fields:

- Air and Missile Defence
- International Relations

- Media- Journalism/Public Relations
- Linguistic Services
- Information Technology/ Computer Information Systems-Cyber Security
- Finance, Accounting and Contracting
- Civil-military cooperation
- Gender studies
- System Analysis and design
- Political Sciences
- Human Resources

#### **4. ELIGIBILITY CRITERIA**

To qualify for an internship, the applicant must meet the following eligibility criteria:

- All applicants for an internship must be citizens of a NATO member Nation.
- All applicants must be proficient in the use of the English language.
- All applicants must have at least two years of successful university studies or equivalent.
- The program is open to current students or recent graduates (degree obtained within the last 18 months). Only applications fulfilling the eligibility criteria will be taken into consideration. The others will be rejected automatically.

#### **5. DURATION**

Internships will normally last six (6) months. Shorter periods or extensions will only be possible in exceptional cases based on divisional needs and will be decided by the IAMD COE Director.

Preferred period of internship and desirable start dates of internship must be indicated in the applications.

## **6. PROCEDURES**

Candidates can submit their application form not earlier than 6 months and not later than 2 months, prior to the start of the desired internship period.

Internship applications must be submitted using the enclosed application form. The candidates' CV must be attached to the application form, including their language and academic certificates. In addition, all interns have to submit a short motivation letter/essay, providing details on the motivation for an internship at IAMD COE and on the expectations during the internship.

Applications are to be forwarded to the Centre via e-mail (info@iamd-coe.org)

Following initial screening for completeness by Support Branch, applications will be staffed within all branches with the aim of selecting interns, clarify possible start dates and other pertinent information.

Once a candidate has been initially selected, he/ she will be invited for an interview (whether in person, by phone or through VTC) in which details can be discussed before a final decision is made.

## **7. CONDITIONS OF INTERNSHIP**

A monthly internship stipend of €400 is provided to support subsistence and local transportation costs, applicable for up to two in-person interns per year. The stipend is tax-exempt, paid via bank transfer on the last working day of each month, and granted for a maximum of six months. Travel, insurance, and accommodation costs are the intern's responsibility, and the Centre bears no liability for accidents, medical expenses, or legal formalities.

## **8. DOCUMENTS FOR THE APPLICATION**

1. Internship Application Form
2. Curriculum Vitae (CV)
3. Academic Certificates
4. Language certificates

5. Motivation Letter/Essay
6. Proof of medical insurance (upon acceptance)

These documents should be submitted via email to the designated email address, [info@iamd-coe.org](mailto:info@iamd-coe.org), as specified in the application procedures.

## **9. CONTACT**

For further information on Internship Programme please contact us:

Integrated Air & Missile Defence COE

Legal Advisor

Tel: +302821440711

Mail: [legad@iamd-coe.org](mailto:legad@iamd-coe.org)

Chania, Greece

# IAMD COE INTERNSHIP APPLICATION FORM



**Date:**

**Name:**

**Address (residence):**

**Email Address:**

**Telephone number:**

**Date of birth:**

**Nationality:**

**Education:**

**Work experience:**

**Preferred Period of Internship:**

**Preferred area of work:** Please make a choice of three (maximum), indicating order of preference with #1 being your first choice

<input type="checkbox"/> Air and Missile Defence	<input type="checkbox"/> International Law/Studies/Relations	<input type="checkbox"/> Media- Journalism/ Public Relations	<input type="checkbox"/> Lin Services
<input type="checkbox"/> Information and Technology/CIS/Cyber Security	<input type="checkbox"/> Finance,Accounting and Contracting	<input type="checkbox"/> Civil/military Cooperation	<input type="checkbox"/> Gender studies
<input type="checkbox"/> System analysis and design	<input type="checkbox"/> Political Sciences	<input type="checkbox"/> Human Resources	

**I have read and I agree to comply with the IAMDCOE Internship Programme Regulations and I hereby apply for the opportunity to voluntarily cooperate with IAMDCOE in the above fields.**

**I agree that the IAMDCOE will add my personal information to a confidential and secure internship database for a period of 12 months. The database holds information about applying participants to manage the registration, admission, identification, information sharing and other services directly related to participation in internship programme.**

**Signature of Applicant**