



Lifelong Learning Programme

LEONARDO DA VINCI PROGRAMME
PEOPLE IN THE LABOUR MARKET
MOBILITY

Leonardo da Vinci traineeship offer

**Host organisation: Austria Institut für Europa- und Sicherheitspolitik,
Maria Enzersdorf, Austria**

Local and temporal specification of the traineeship:

Division/Department: -

Starting date (earliest possible): 01/02/2012

Starting date (latest possible): 01/04/2012

Duration: 4 – 5 months

Working hours: 40hours/week

Training content (activities/tasks):

- ✓ Regional security political cooperation in CEE countries (comparative analysis of security strategies of Central European countries, preparation of draft policy papers, preparation and organisation of workshops and policy roundtables)
- ✓ Conference organisation “Europamatinée”, 9 May 2012, Diplomatic Academy Vienna (assistance in preparation and organization of the conference – invitation letters, contact with speakers, hotel organization, organization of conference facilities)

Required profile of the candidates:

- ✓ **University graduates** in Politics/ and European Studies, International Development Studies
- ✓ Interest in European- and Security Policy
- ✓ Very good language skills (spoken and written communication in German and/or English)
- ✓ Team work and capacity of autonomous work and tasks

Further, applicants must meet the following criteria:

- ✓ Graduates of Palacky University in Olomouc
- ✓ Date of graduation: no more than 1,5 year ago
- ✓ You have not carried out a Leonardo da Vinci traineeship, mobility of people in the labour market (PLM) yet
- ✓ Permanent residence or perspective employment in the Central Moravia region is advantage

Remuneration:

- ✓ financial support – app. 250 EUR/month
- ✓ contribution in kind (e.g. accommodation, public transport, meals etc.) – 0 EUR/month

Note: beside possible financial support and/or contribution in kind provided by the host organisation, the selected candidate shall receive a Leonardo da Vinci grant. The grant shall be allocated in the max. amount of up to a 3-month scholarship (monthly rate being max. 700 EUR).

Please send your application documents (CV and cover letter in German language) to info@edutrain.cz at least three weeks before the planned start.

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