



# **INTERNSHIP AT DENMARK IN NEW YORK**

## **Internship to assist the Consul General and the Culture and Public Diplomacy team at the Consulate General of Denmark in New York.**

The intern works at the intersection of US and Danish societal and cultural affairs, supporting Denmark In New York's effort to communicate Danish values and positions of strength in New York and across the US East Coast, pursue multilateral engagements with civil society actors and to facilitate cultural exchanges between Danish and American artists, cultural institutions and other key stakeholders.

### Responsibilities

The Consular, Culture and Public Diplomacy intern will assist the Consul General and the Head of Culture and Public Diplomacy in Denmark in New York's daily work with public diplomacy and cultural exchange, including:

- Facilitating Danish arts and cultural projects across the US East Coast and special focus cities;
- Assisting the Consul General with various research tasks on societal developments in NYC;
- Assisting with the coordination and execution of events and meetings;
- Assisting with casework, e.g. visiting programs and ministerial visits;
- Responding to various inquiries regarding Danish arts, culture and society;
- Updating various lists, records and reports.

In addition to the above tasks, the intern is expected to independently pursue at least one big project, which is both academically relevant and applicable to the culture and public diplomacy team's overall work.

### Competencies

For this position, students from the Humanities and creative fields (ie. Music, film, literature, visual arts, design) will be accorded priority consideration. Professional experience within international cultural exchange and communications is an advantage

Additional competencies include:

- Knowledge of CMS;
- An understanding and interest for international political relations and the role of economic diplomacy;
- Strong analytical skills and a creative flair;
- An understanding of Danish core competencies and framework conditions;
- Good interpersonal skills, personal initiative, and a propensity for team collaboration;
- Fluency in English and Danish, both written and spoken.

### Internship Details

The position is of six months' duration and starts on **1 February** for the spring semester and **1 August** for the autumn semester. The Consulate General's normal working week is 37 hours. Overtime work is expected to occur during specific periods.

The trainee is responsible for all costs of their stay, including travel, accommodation, necessary insurance etc. Previously, interns have succeeded in seeking grants for partial coverage of expenses. The Ministry of Foreign Affairs, however, offers a trainee grant.

The working language for the position is English and all applications should be submitted in English.

The application and CV should be sent via email to [nycmis@um.dk](mailto:nycmis@um.dk) in Word or PDF format. Please write the following text in the e-mail subject line: "Praktikansøgning. Forår/Efterår [Year]. [The section] (Consul General, Culture and



**CONSULATE GENERAL  
OF DENMARK**  
*New York*

Public Diplomacy). [Your name].

The application deadline is: **1 March** for the autumn semester and **1 September** for the spring semester.

The application should be made to the attention of:

Mikkel Hagen Hess  
Consul General of Denmark in New York (Ad Interim)  
Denmark House  
666 Third Avenue, 11<sup>th</sup> Fl.  
New York, NY 10017