



Public Diplomacy Intern British Embassy Berne

The British Embassy in Berne is part of a worldwide network, representing British political, economic and consular interests overseas. **We are looking for a Public Diplomacy Intern for 6 months** to support the Communications and Policy team with responsibilities including:

Communications and Social Media

- You will support the delivery of the Embassy's communication strategy
- You will monitor and manage the Embassy's social media accounts and help create innovative and interesting content
- You will support the further development of our digital strategy

Press engagement

- You will monitor press outlets in Switzerland and Liechtenstein and draft daily media summaries and ad hoc briefings as required
- You will support the Public Diplomacy Officer in delivering the Embassy's media engagement

Soft Power and Events Coordination

- You will support the Embassy in projecting the UK's strengths in areas like sports, culture and literature and UK-Swiss ties in these and other areas
- You will also support the coordination and logistical organisation of Embassy events on various topics

Policy research and analysis

- You will also gain insights into and support policy research and analysis work in areas like climate change, the future UK-Swiss relationship and other UK foreign policy priorities
- You will support our team in reporting to London on relevant Swiss domestic, European and foreign policy developments

Essential qualifications

- Excellent analytical, communication and organisational skills
- Degree in international relations, political economy, or similar studies, and/or practical experience in any of these fields; or degree in communications with a strong understanding of international relations
- Fluency in written and spoken English as well as German; intermediate French

- Experience with communications and social media is highly desirable, as is a passion for communication and a creative approach

We are looking for a highly motivated, flexible, team player to start the internship on 1 April.

The Embassy will provide **a monthly allowance**.

Please send your application to info.berne@fco.gov.uk by **01.03.2020** with the subject line "*Public Diplomacy Intern 2020*". Only candidates invited for an interview will be contacted.