

## ECMI Internship Guide

An unpaid internship at the Centre or one of its Field offices is possible for more junior scholars, who have recently finished a second degree (Masters level) in a pertinent discipline, and who have had exposure to one of the regions of Europe of interest to the Centre.

### Application for an internship and modalities

The application procedures are available on ECMI homepage at [www.ecmi.de/rubrik/20/intern+positions/](http://www.ecmi.de/rubrik/20/intern+positions/)

Requests for interns are collected by the Project Coordinator and distributed among ECMI staff wishing to have an intern.

The Project Coordinator is a focal point for all arrangements prior to the internship acceptance and subsequently for all practical matters during the internship. The intern will be informed about the proposed program/project assignment and the respective supervisor.

Internships are as a rule of a minimum of three months duration. ECMI can in some cases offer accommodation in a shared apartment together with other interns, free of charge. A cleaning fee of € 100 is required. A detailed house rules will be distributed upon arrival.

In exceptional cases, a contribution to travel expenses can be granted, funding availability permitting.

### During the internship

Interns work with the Centre staff on Centre projects, including field presences, thus being given the chance to deepen their knowledge about practice-oriented research and its implementation in "real life".

This includes support for research, preparation of conferences and of events, sub-editing of publications, etc. Interns may also use the resources of the Centre to advance their own studies, such as library etc.

An intern will be assigned working space, a computer and access to ECMI facilities. When using own laptop, ECMI has a wireless access in the office.

It is respective ECMI staff responsibility to prepare a **work plan** for an intern, to make progress reviews and to ensure that the intern will present the outputs of the work at ECMI at the end of the internship.

During the internship, ECMI will arrange visits to local cross-border minority organizations (Danish, Frisian, German ) and to regional institutions dealing with minority issues (FUEN, SDU-IFG)

A final written feedback on the internship should be submitted to the secretariat. A letter of reference may be issued on request.

**Enjoy the stimulating environment of ECMI and the border region of Schleswig-Holstein(DE) and South Jutland(DK)!**