

## Student traineeships, Internships and Work Experience Schemes at International Organisations and EU Institutions

<i>Details of the scheme</i>	<i>Organisations offering the scheme</i>	<i>Period/dates</i>	<i>Conditions and further details, websites</i>
<b>UN and Agencies Training schemes</b>	<b>UNHQ and other offices</b>		Traineeships, internships and job openings (including temporary ones) are advertised on <a href="https://careers.un.org/lbw/Home.aspx">https://careers.un.org/lbw/Home.aspx</a>
<b>Language Internship posts (level I1) in the Department for General Assembly and Conference Management (DGACM)</b>	<b>UN in New York, United Nations offices in Geneva, Vienna and Nairobi</b>	There are no longer fixed sessions for internships. Departments post openings for different occupational groups throughout the year, as and when available. Deadlines will vary depending on the needs of a department. tbc	<u>All</u> internships are posted on the UN Careers website: <a href="https://careers.un.org/lbw/home.aspx?viewtype=SJ&amp;exp=INT&amp;level=0&amp;location=All&amp;occup=0&amp;department=All&amp;bydate=0&amp;ocnet=0">https://careers.un.org/lbw/home.aspx?viewtype=SJ&amp;exp=INT&amp;level=0&amp;location=All&amp;occup=0&amp;department=All&amp;bydate=0&amp;ocnet=0</a>  For further information on the Internship Programme: <a href="https://careers.un.org/lbw/home.aspx?viewtype=IP">https://careers.un.org/lbw/home.aspx?viewtype=IP</a>
<b>Training scheme for graduate translators</b>	<b>UN, Vienna</b>	English translation traineeships last for 12 weeks and usually begin in September or October; French translation traineeships usually last for six months.	<p>Translation traineeships are currently offered only by the English and French sections. French-language traineeships are offered only in-house, but as of autumn 2018 the English Section is planning to offer the option of a fully or partly home-based traineeship (an introductory briefing, feedback and guidance will be provided via Skype if the trainee is working remotely). No professional experience is required, but candidates are required to take a remote translation test consisting of two short papers. Candidates are usually expected to have completed postgraduate studies in translation or at least the course work forming part of those studies.</p> <p>For an English-language traineeship, English should be the candidate's mother tongue or main language, and the candidate must have a perfect command of at least two of the following: Russian, French and Spanish. For a French-language traineeship, French should be the candidate's mother tongue or main language, and the candidate must have a perfect command of English; knowledge of an additional official language and/or of a specialist subject area is desirable.</p> <p>Trainees translate official documents into their mother tongue or main language. Their work is revised in-house and they are given one-to-one guidance and feedback on their work.</p> <p>Trainees are paid at contractual rates for translation, according to the number of pages translated.. In the case of in-house traineeships, all travel and accommodation costs and living expenses are covered by the trainee.</p> <p>Contact: <a href="mailto:laureline.rothmayer@un.org">laureline.rothmayer@un.org</a></p> <p>For interpretation, however, there is direct communication between schools and the different services and short internships are organized every year for the six UN languages following an agreement between the two</p>
<b>Interpreting</b>			
<b>Internships for translation masters students (Arabic and English only)</b>	<b>UNESCWA, Beirut</b>	Ongoing, internship lasts 2 months. Two to three internships are	Applications submitted and managed on a continuous basis through Inspira. <a href="http://careers.un.org">http://careers.un.org</a>

Details of the scheme	Organisations offering the scheme	Period/dates	Conditions and further details, websites
		available per year	
Training in translation, editing and language support functions for graduate translators (Arabic and English only)	UNESCWA, Beirut	Ongoing.	Open to interns who perform well during the internship period.
Internships for translation students (translators and/or CAT/language systems specialists)	IMF, Washington DC	Ongoing – each internship lasts about 3-6 months.  Two to three internships are available per year.	Please see description under “Technology & General Services - Internship Program” at <a href="https://imf.taleo.net/careersection/imf_external/moresearch.ftl?lang=en">https://imf.taleo.net/careersection/imf_external/moresearch.ftl?lang=en</a>
Paid Translation/Terminology Fellowship Programme for Graduate Students (Patent Translation)	World Intellectual Property Organization (WIPO), Geneva	Ongoing with annual selection in March each year  ***** <b>Call for Applications: PCT Fellowship Program for Graduate Students</b>	<p><b>Requirements</b> Candidates should be currently pursuing or be a recent graduate of an advanced degree programme (Master’s, Doctorate or an equivalent level degree) in translation, terminology or a related linguistic discipline.</p> <p><b>For Translation Fellows</b> Prior experience in technical translation is considered to be an advantage and applicants are expected to be working into their native language. Desired language combinations vary each year with a strong emphasis on the CJK languages. In 2011, applications were accepted from candidates working in the following languages combinations only: Chinese to English, German to English, Japanese to English, Korean to English, Russian to English, German to French, and Japanese to French.</p> <p><b>For Terminology Fellows</b> Prior experience in applied terminology would be considered an advantage and applicants are expected to be working in their native language. For candidates having a specialization in terminology, applications are invited from native speakers of Chinese, German, Japanese, Korean, Russian and Spanish only, who also have excellent knowledge of English.</p> <p>Persons interested in applying for a fellowship should send their CV or resume, ensuring that their name is included in all file name, accompanied by a letter of motivation indicating periods of availability, to <a href="mailto:PCT.Fellowship@wipo.int">PCT.Fellowship@wipo.int</a> mentioning in the Subject field “Fellowship application”, their language combination (e.g. Korean-English), and their preference either for “Translation” or “Terminology”. Following an initial screening, candidates will be required to take a translation test and/or a terminology test. Duration of the programme is minimum 3 months. *****</p> <p>WIPO’s PCT Translation Division organizes a Fellowship Program for assistant translators, terminologists, and technical specialists, with the aim of providing on-the-job experience at an international organization. WIPO is now accepting applications for the 2018 edition of the Program. There are three types of Fellowship position:</p> <ul style="list-style-type: none"> <li>• <b>Terminology fellows</b> create terminology entries in the PCT Termbase for subsequent publication in <a href="#">WIPO Pearl</a> after being validated.</li> <li>• <b>Translation fellows</b> are trained in the translation of patent abstracts and patent examination documents.</li> <li>• <b>Technical specialist fellows</b> have prior experience in industry or as a researcher in a specific technical discipline and share their knowledge with PCT translators.</li> </ul>

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			<p>Staff of the PCT Translation Division at WIPO provide training and guidance to participants throughout the period of their fellowship. Fellowships may vary in length but usually are not shorter than three months. Fellows are paid 4,000 Swiss francs per month and are provided with medical cover. Additionally WIPO may consider paying some travel costs in certain circumstances.</p> <p><b>Requirements</b></p> <p><b>For the Terminology Fellowship</b> Candidates should be currently pursuing or be a recent graduate of an advanced degree program (Master’s, Doctorate or an equivalent level degree) in terminology, translation, a related linguistic discipline or in a technical field with a strong linguistic ability. Prior experience in applied terminology would be considered an advantage but is not a requirement, and applicants are expected to work in their native language. In 2018, applications are invited from native speakers of Arabic, Chinese, German, Japanese, Korean, Portuguese, Russian and Spanish, who also have excellent knowledge of English.</p> <p><b>For the Translation Fellowship</b> Candidates should be currently pursuing or be a recent graduate of an advanced degree program (Master’s, Doctorate or an equivalent level degree) in translation, terminology, a related linguistic discipline or in a technical field with a strong linguistic ability. Prior experience in technical translation would be considered an advantage but is not a requirement, and applicants are expected to translate into their native language. In 2018, applications are requested from candidates working in the following language combinations only:</p> <ul style="list-style-type: none"> <li>• Chinese to English</li> <li>• German to English</li> <li>• Japanese to English</li> <li>• Korean to English</li> <li>• Russian to English</li> </ul> <p><b>For the Technical Specialist Fellowship</b> Candidates should have at least a first degree (Bachelor’s level) in a technical or scientific field and have demonstrated experience in industry or as a researcher, as well as a high level of linguistic ability in English and a second language. In 2018, applications are requested from native speakers of Arabic, Chinese, German, Japanese, Korean, Portuguese, Russian and Spanish.</p> <p><b>How to apply</b> Persons interested in applying for one of these Fellowship positions should send to <a href="mailto:pct.fellowship@wipo.int">pct.fellowship@wipo.int</a> the following:</p> <ul style="list-style-type: none"> <li>• their CV or resume in English, ensuring that their name is included in all file names</li> <li>• a letter of motivation in English indicating periods of availability, and</li> <li>• should mention in the Subject field in English: <ul style="list-style-type: none"> <li>○ “Fellowship application”</li> <li>○ preference either for “Terminology”, “Translation”, or “Technical Specialist”, and</li> <li>○ language or language combination</li> </ul> </li> </ul> <p>For example: “Fellowship application, Terminology, Japanese”; “Fellowship application, Translation, Chinese-English”.</p> <p><b>Note:</b> Candidates may apply to more than one type of Fellowship position, or to all three, if they meet the requirements. In such cases, a separate application must be submitted for each type of Fellowship position applied for.</p>

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		<p><b>Appel à candidatures : programme de stages au PCT pour les étudiants diplômés</b></p>	<p>Following initial screening, candidates will be requested to take a terminology test, a translation test, and/or an aptitude test.</p> <p>Although applications may be submitted at any time during 2018, <b>candidates for a fellowship in 2018 should preferably ensure that their complete applications are sent to the e-mail address indicated above by March 12, 2018.</b></p> <p>La Division de la traduction du PCT de l'OMPI organise un programme de stages pour des terminologues assistants, traducteurs assistants et spécialistes techniques assistants, dans le but de leur offrir une expérience pratique dans une organisation internationale. L'OMPI accepte actuellement les candidatures pour l'édition 2018 du programme.</p> <p>Trois types de stages sont proposés :</p> <ul style="list-style-type: none"> <li>• Les <b>stagiaires en terminologie</b> créent, dans la base terminologique du PCT, des fiches terminologiques qui, une fois validées, seront publiées ultérieurement dans <a href="#">WIPO Pearl</a>.</li> <li>• Les <b>stagiaires en traduction</b> reçoivent une formation à la traduction d'abrégés de brevets et de documents d'examen en matière de brevets.</li> <li>• Les <b>stagiaires spécialistes techniques</b> possèdent une expérience préalable dans l'industrie ou en tant que chercheur dans une discipline technique spécifique et partagent leurs connaissances avec les traducteurs du PCT.</li> </ul> <p>Le personnel de la Division de la traduction du PCT à l'OMPI forme et guide les participants tout au long de leur stage. La durée des stages est variable mais n'est généralement pas inférieure à trois mois. Les stagiaires reçoivent 4 000 francs suisses par mois et bénéficient d'une protection médicale. En outre, l'OMPI peut envisager de payer des frais de voyage dans certaines circonstances.</p> <p><b>Exigences</b></p> <p><b>Pour le stage en terminologie</b>  Les candidats doivent actuellement poursuivre un programme d'études supérieures (Master, Doctorat ou diplôme de niveau équivalent) ou bien avoir récemment obtenu un diplôme d'études supérieures en terminologie, en traduction, dans une discipline linguistique apparentée, ou bien dans un domaine technique à condition qu'ils possèdent de fortes compétences linguistiques. Une expérience préalable en terminologie appliquée constitue un avantage mais n'est pas exigée. Il est prévu que les candidats travaillent dans leur langue maternelle.  En 2018, les locuteurs natifs de l'allemand, de l'arabe, du chinois, du coréen, de l'espagnol, du japonais, du portugais et du russe, possédant également une excellente connaissance de l'anglais, sont invités à soumettre leur candidature.</p> <p><b>Pour le stage en traduction</b>  Les candidats doivent actuellement poursuivre un programme d'études supérieures (Master, Doctorat ou diplôme de niveau équivalent) ou bien avoir récemment obtenu un diplôme d'études supérieures en traduction, en terminologie, dans une discipline linguistique apparentée, ou bien dans un domaine technique à condition qu'ils possèdent de fortes compétences linguistiques. Une expérience préalable en traduction technique constitue un avantage mais n'est pas exigée. Il est prévu que les candidats traduisent vers leur langue maternelle.  En 2018, seuls les candidats travaillant dans les combinaisons de langues suivantes sont appelés à postuler :</p> <ul style="list-style-type: none"> <li>• chinois vers l'anglais</li> <li>• allemand vers l'anglais</li> <li>• japonais vers l'anglais</li> <li>• coréen vers l'anglais</li> <li>• russe vers l'anglais</li> </ul> <p><b>Pour le stage destiné au spécialiste technique</b>  Les candidats doivent posséder au moins un diplôme de premier cycle (niveau licence/bachelor) dans un domaine technique ou scientifique et une expérience confirmée dans l'industrie ou en tant que chercheur, ainsi que de fortes compétences linguistiques en anglais et dans une seconde langue.</p>

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			<p>En 2018, les locuteurs natifs de l'allemand, de l'arabe, du chinois, du coréen, de l'espagnol, du japonais, du portugais et du russe sont invités à soumettre leur candidature.</p> <p><b>Comment postuler</b>  Les personnes souhaitant postuler à l'un de ces stages sont priées d'envoyer à <a href="mailto:pct.fellowship@wipo.int">pct.fellowship@wipo.int</a> :</p> <ul style="list-style-type: none"> <li>• un CV en anglais, en veillant à ce que le nom du candidat figure bien dans tous les noms de fichiers</li> <li>• une lettre de motivation en anglais indiquant les périodes de disponibilité,</li> <li>• et sont priées de faire apparaître dans le champ objet du courriel les informations suivantes en anglais : <ul style="list-style-type: none"> <li>○ « Fellowship application »</li> <li>○ leur préférence pour "Terminology", "Translation" ou "Technical Specialist", et</li> <li>○ la langue ou la combinaison linguistique</li> </ul> </li> </ul> <p>Par exemple : "Fellowship application, Terminology, Japanese" ; "Fellowship application, Translation, Chinese-English".</p> <p><b>Remarque :</b> Les candidats peuvent postuler à plus d'un type de stage, ou aux trois types de stage, à condition qu'ils remplissent les critères exigés. Dans ce cas, une candidature distincte doit être présentée pour chaque type de demande de stage.</p> <p>Les candidats retenus après une première présélection seront invités à passer un test de terminologie, un test de traduction, et/ou un test d'aptitude.</p> <p>Bien que les candidatures puissent être présentées à n'importe quel moment de l'année 2018, <b>il est recommandé aux candidats à un stage en 2018 d'envoyer leurs demandes complètes à l'adresse électronique indiquée ci-dessus avant le 12 mars 2018.</b></p>
<b>Unpaid Translation Internship for Graduate Students</b>	<b>UNESCO, Paris</b>	Ongoing	Enrolled postgraduate students are all able to apply for individual 1-4 month internships at UNESCO Headquarters and Field Offices. <a href="http://portal.unesco.org/en/ev.php-URL_ID=11716&amp;URL_DO=DO_TOPIC&amp;URL_SECTION=201.html">http://portal.unesco.org/en/ev.php-URL_ID=11716&amp;URL_DO=DO_TOPIC&amp;URL_SECTION=201.html</a>
<b>Unpaid Translation Internship</b>	<b>Economic Commission for Latin America and the Caribbean (ECLAC), Santiago de Chile</b>	One internship per year (minimum 2 months)	Candidates should be students or recent graduates from a course of study specializing in translation from English into Spanish. Applications submitted and managed on a continuous basis through Inspira <a href="http://careers.un.org">http://careers.un.org</a>

<b>EU-wide Training Schemes</b>	<b>EU Translation Units</b>	<a href="http://ec.europa.eu/stages/about/applying_en">http://ec.europa.eu/stages/about/applying_en</a> <a href="https://ec.europa.eu/stages/fag/my-translation-traineeship_en">https://ec.europa.eu/stages/fag/my-translation-traineeship_en</a>
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<b>EU: Translation and Documentation</b>			
<p><b>In-house traineeships</b> of five months' duration for graduates who wish to acquire an understanding of its work and gain professional translation experience.</p> <p><b>In-house training placements</b> of four weeks duration for recent EMT graduates or students in their final year of a Master programme belonging to the EMT network (European Master's in Translation)</p>	<p><b>Commission's Directorate-General for Translation (DGT)</b></p>	<p>1 March and 1 October.</p> <p>The form can be filled in only between 1 July in the afternoon and 1 September (12:00 CEST) for the session starting on 1 March of the following year, and between 2 January in the afternoon and 31 January (12:00 CET) for the session starting on 1 October of the current year.</p> <p>All year round, on the basis of individual agreement with the Language Department</p> <p>Applications to be submitted by the universities wishing to participate in this programme, at least three months before the placement.</p>	<p>(1) to hold a university degree (bachelor's degree minimum);</p> <p>(2) to be able to translate into your mother tongue or main language (official EU language) from two of the European Union's official languages, one of which must be French, English or German;</p> <p>(3) not to have completed a traineeship lasting more than six weeks in another European Union institution or body.</p> <p>For the amount of the grant please refer to the website.  <a href="http://ec.europa.eu/comm/stages">http://ec.europa.eu/comm/stages</a></p> <p><b>Conditions and further details, websites</b></p> <p>Every application file must include:</p> <ul style="list-style-type: none"> <li>• CV in EN, FR or DE, format Europass model;</li> <li>• Covering letter in EN, FR or DE;</li> <li>• Covering letter in the student's mother tongue</li> </ul> <p>Candidates need to:</p> <ul style="list-style-type: none"> <li>• Be a student in the last semester of the MA or having graduated in the 12 months before the start of placement;</li> <li>• Be able to translate into their A language (which must be an EU official language) from two other European Union's official languages, one of which must be English, French or German;</li> <li>• Not having been on a traineeship longer than six weeks in a European Union institution or body.</li> <li>• To have a thorough knowledge of any other official language of the European Union is considered an asset;</li> </ul> <p>contact: <a href="mailto:DGT-UNPAID-TRAINING-PLACEMENTS@ec.europa.eu">DGT-UNPAID-TRAINING-PLACEMENTS@ec.europa.eu</a></p>
<b>Translation traineeships for university graduates</b>	<p><b>European Parliament, Directorate-General for Translation</b></p>	<p>The traineeships are awarded for a period of three months.</p> <p>Four periods per year.</p>	<p>Applicants for a paid translation traineeship must:</p> <ul style="list-style-type: none"> <li>• be nationals of a Member State of the European Union or of a candidate country;</li> <li>• be aged 18 or over on the traineeship starting date;</li> <li>• not have been awarded any other traineeship, or have been in paid employment for more than four consecutive weeks at the expense of the European Union budget;</li> <li>• have obtained, before the deadline for the submission of applications, a university degree after a course of study of at least three years' duration;</li> <li>• have perfect knowledge of one of the official languages of the European Union or of the official language of an applicant country and thorough knowledge of two other official languages of the European Union.</li> </ul>

			<p>More information and online application form:  <a href="http://www.europarl.europa.eu/atyourservice/en/20150201PVL00047/Traineeships">http://www.europarl.europa.eu/atyourservice/en/20150201PVL00047/Traineeships</a></p>
<b>Translation training placements</b>	<b>European Parliament, Directorate-General for Translation</b>	<p>The traineeships are awarded for a period between one month and three months.</p> <p>Four periods per year.</p>	<p>Applicants for a translation training placement must:</p> <ul style="list-style-type: none"> <li>• be nationals of a Member State of the European Union or of a candidate country;</li> <li>• be aged 18 or over on the traineeship starting date ;</li> <li>• not have been awarded any other traineeship, or have been in paid employment for more than four consecutive weeks at the expense of the European Union budget;</li> <li>• have a perfect knowledge of one of the official languages of the European Union or of the official language of an applicant country and thorough knowledge of two other official languages of the European Union.</li> </ul> <p>More information and online application form:  <a href="http://www.europarl.europa.eu/atyourservice/en/20150201PVL00047/Traineeships">http://www.europarl.europa.eu/atyourservice/en/20150201PVL00047/Traineeships</a></p>
<p>The <b>General Secretariat of the Council of the EU (GSC)</b> offers two main types of traineeship:</p> <ul style="list-style-type: none"> <li>• <b>paid traineeships</b> for graduates;</li> <li>• <b>unpaid traineeships</b> for students with a compulsory training period.</li> </ul>	<b>Council of the EU (General Secretariat of the Council; GSC) Translation Service</b>	<ul style="list-style-type: none"> <li>• <b>Paid traineeships last 5 months</b> and take place either: <ul style="list-style-type: none"> <li>- from 1 February to 30 June, or</li> <li>- from 1 September to 31 January.</li> </ul> </li> </ul> <p><b>Applications</b> have to be submitted <b>online</b>. For deadlines, check the GSC's website at least <b>10 months in advance</b>.</p> <ul style="list-style-type: none"> <li>• <b>Unpaid traineeships last from 2 to 5 months</b> and take place either: <ul style="list-style-type: none"> <li>- from 1 February to 30 June, or</li> <li>- from 1 September to 31 January.</li> </ul> </li> </ul> <p><b>Applications</b> have to be submitted by <b>email</b>. For deadlines, check the GSC's website at least <b>8 months in advance</b>.</p>	<p><b>Conditions:</b></p> <p>Traineeships are open to <b>EU citizens</b> and to <b>citizens from candidate countries</b> that have concluded EU accession negotiations.</p> <ul style="list-style-type: none"> <li>• <b>Paid traineeships</b> are offered to graduates who, by the deadline for submitting applications, have completed at least the first part of their university studies and have a degree certificate or equivalent.</li> <li>• <b>Unpaid traineeships</b> are offered to third, fourth or fifth year university students (and to students working toward a doctorate) who have to do a compulsory training period as part of their course.</li> </ul> <p><b>Contact:</b>  The Traineeships Office of the GSC:  E-mail: <a href="mailto:stages@consilium.europa.eu">stages@consilium.europa.eu</a></p> <p>Tel.: +32.2.281.36.77</p> <p><a href="http://www.consilium.europa.eu/en/general-secretariat/jobs/traineeships/">http://www.consilium.europa.eu/en/general-secretariat/jobs/traineeships/</a></p>
<p>Traineeships for graduate translators in the following fields:</p> <p><b>Translation, Computational linguist, terminologist</b></p>	<b>CDT Translation Centre for the Bodies of the European Union</b>	<p><b>Five (possibly six) paid traineeships (usually for three months):</b> Please refer to the website (should be published in February 2018)</p> <p>Deadline: March 2018 (one</p>	<p><a href="http://cdt.europa.eu/en/jobs">http://cdt.europa.eu/en/jobs</a> and <a href="http://cdt.europa.eu/en/traineeships">http://cdt.europa.eu/en/traineeships</a></p> <ul style="list-style-type: none"> <li>• Irish translator (Translation Department)</li> <li>• Maltese translator (Translation Department)</li> <li>• Finnish translator (Translation Department)</li> <li>• Terminologist (Translation Support Department)</li> <li>• Linguist specialised in automatic translation tools or computer science student or</li> </ul>

		month after the publication)	engineering student with proven skills in foreign languages (Translation Support Department)
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<b>EU: Interpreting</b>			
<ul style="list-style-type: none"> <li>• <b>Integration programme for young graduates</b></li> <li>• <b>Newcomers scheme for young ACIs (freelancers)</b></li> <li>• <b>Student visits</b></li> </ul>	<b>DG SCIC European Commission</b>	<ul style="list-style-type: none"> <li>• According to service needs, usually beginning of the year</li> <li>• Annually</li> </ul> <p>Almost on a weekly basis</p>	<p>1. Subsistence allowance + travel costs (limited) Candidates who have narrowly failed accreditation tests are selected on the basis of recommendation by the test panel and are trained to prepare for accreditation</p> <p>2. Starting ACIs are selected on the basis of their language profile and are offered a fixed number of contract days. Remuneration according to applicable rates</p> <p>3. Students of post-graduate conference interpreter training courses. Groups of max. 12 students who come on their own (or university's) expense. These are 2 to 3 day visits, including dummy booth practice</p> <p>Useful website: <a href="http://scic.ec.europa.eu/europa/jcms/c_6328/career-opportunities-with-dg-interpretation">http://scic.ec.europa.eu/europa/jcms/c_6328/career-opportunities-with-dg-interpretation</a></p>
<b>PASS programme – pre-accreditation test coaching scheme</b>	<b>DG INTE European Parliament, DG SCIC European Commission and The European Court of Justice (The Interpretation Directorate)</b>	<ul style="list-style-type: none"> <li>• Organised in July and September according to service needs</li> </ul>	<ul style="list-style-type: none"> <li>• Subsistence allowance and travel paid</li> <li>• Candidates selected based on language combination and performance at final exam</li> <li>• 4week programme aims to prepare candidates who have demonstrated high-potential for accreditation</li> <li>• Highly selective</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Passerelle - induction programme for new ACIs</b></li> </ul>	<b>DG INTE European Parliament</b>	<ul style="list-style-type: none"> <li>• Organised based on service needs</li> </ul>	<ul style="list-style-type: none"> <li>• Subsistence allowance and travel paid</li> <li>• Candidates are selected based on language combination and recommendation from accreditation test panel</li> <li>• Programme aims to facilitate integration into professional life for recently accredited ACIs</li> </ul>
<ul style="list-style-type: none"> <li>• <b>Study visits</b></li> </ul>	<b>DG INTE European Parliament,</b>	<ul style="list-style-type: none"> <li>• Organised according to EP calendar</li> </ul>	<ul style="list-style-type: none"> <li>• Limited number of visits for groups of max 12 students from conference interpreting courses cooperating with the EP.</li> <li>• Visits typically include presentations, meetings with heads of language units and dummy booth and are coordinated together with DG SCIC (see above)</li> </ul> <p>For more information on all of the above please see: <a href="http://www.europarl.europa.eu/interp/universities/index_en.html">http://www.europarl.europa.eu/interp/universities/index_en.html</a></p>

EU General			
<p><b>Traineeship for university graduates.</b></p> <p>Administrative traineeship at the European Commission. Applicants can specify that they wish to work for DG SCIC. DG SCIC offers traineeships in various areas, e.g. e-learning projects and communication. Occasional dummy booth practice may be organised, depending on the workload.</p>	<p><b>European Commission</b></p> <p><b>DG SCIC takes approx. 7 trainees per session</b></p> <p>Applicants must go through the general procedure.</p>	<p>Paid traineeships for a period of <b>5 months</b>:</p> <p><b>1. 1 March – 31 July</b></p> <p>Application period in August of the previous year</p> <p><b>2. 1 October – 28/29 February</b></p> <p>Application period in January of the year in question</p> <p>Exact dates for submitting the applications are to be checked on the website.</p>	<p>The traineeship programme is open to university graduates, from all over the world who have a:</p> <ol style="list-style-type: none"> <li>1. Degree of at least 3 years of study (minimum a Bachelor);</li> <li>2. Very good knowledge of English or French or German (C1/C2 level in accordance with the <u>Common European Framework of Reference for Languages</u>);</li> <li>3. Very good knowledge of a second EU official language (required for nationals of EU countries).</li> </ol> <p><b>A monthly grant of approximately €1,120</b> and reimbursement of travel expenses. Accident and health insurance can also be provided.</p> <p>More information: <a href="http://ec.europa.eu/stages/home_en">http://ec.europa.eu/stages/home_en</a></p>
<p><b>Traineeships for university graduates.</b></p> <p>Applicants may specify that they wish to work in DG Interpretation and Conferences but will essentially be doing administrative work and <b>not</b> being trained as interpreters.</p>	<p><b>European Parliament.</b></p> <p><b>DG INTE takes approx. 5 trainees per session.</b></p> <p>Applications must go through the general online process.</p>	<p>These traineeships are awarded for a period of <b>five months</b> which cannot be extended.</p> <p>Traineeship dates and deadlines for receipt of applications</p> <p>Application period    Traineeship period</p> <p><b>15 August – 15 October</b> (midnight)    <b>1 March - 31 July</b></p> <p><b>15 March – 15 May</b> (midnight)    <b>1 October - 28/29 February</b></p>	<p><a href="http://www.europarl.europa.eu/aboutparliament/en/007cecd1cc/Traineeships.html">http://www.europarl.europa.eu/aboutparliament/en/007cecd1cc/Traineeships.html</a></p> <p>A scholarship of approx. €1,250 per month will be paid.</p>
<p><b>Paid interpretation traineeships for graduates</b></p> <p>The Court of Justice offers a limited number of internships in its Interpreting Directorate. These paid internships (1,120 € per month) last approximately two and a half months and are</p>	<p><b>The European Court of Justice (The Interpretation Directorate)</b></p>	<p>There are two yearly internship periods:</p> <p><b>1 March to 31 July</b>, deadline for applications September 15th of each year</p> <p><b>1 October to 28 February</b>, deadline for applications 15 April of each year</p>	<p>Applicants to the Interpreting Directorate's internships must have completed a full conference interpreting training course and have been awarded a university degree as well as having at least two passive languages (C languages) or a second active language (A or B language). Furthermore, they must have sound knowledge of French, even if this language is not one of their working languages.</p> <p>Candidates should apply electronically according to the procedure described on the Court of Justice website (<a href="http://curia.europa.eu/jcms/jcms/Jo2_7008/fr/">http://curia.europa.eu/jcms/jcms/Jo2_7008/fr/</a>)</p> <p>Contact person: Rasmus EGELUND, in charge of internships, Interpreting Directorate, Court of</p>

<p>aimed at qualified conference interpreters with an interpreting degree – whose language combination and/or legal knowledge are especially strong – to improve their legal interpreting skills at the Court of Justice.</p>			<p>Justice (<a href="mailto:rasmus.egeland@curia.europa.eu">rasmus.egeland@curia.europa.eu</a>)</p>
<p>The Translation Division of the Organisation for Economic Co-operation and Development (OECD) is offering in-house internship opportunities at its Paris Headquarters. <b>Unpaid translation traineeships</b> are offered to recent graduates or to students who are required to complete a traineeship as part of their studies. Candidates must be enrolled in a Masters degree program.</p>	<p><b>Organisation for Economic Co-operation and Development OECD</b></p>	<p>The traineeships are awarded for a period of <b>six weeks to three months</b>, usually during summer. During this period, interns work under the supervision of an experienced Translation Division staff. Language combination: from English into French Around six trainees are selected every year. An allowance of around half the French minimum wage is granted.</p>	<p>Applications must be submitted by students preferably in January/early February to: Francine.CAILLARD@oecd.org</p>