



PARLIAMENTARY ASSEMBLY OF THE MEDITERRANEAN
ASSEMBLEE PARLEMENTAIRE DE LA MEDITERRANEE
برلمان البحر الأبيض المتوسط

Internship Opportunity – Junior Researcher

Position Title: **Junior Researcher**

Duty Station: **Città di San Marino, Republic of San Marino**

Duration: **4 – 12 months**

Starting Dates: **January, April, and September of each year (PAM may recruit interns during other months depending on need)**

PAM is looking to identify a pool of *Junior Researchers* that are willing to support the work of the three Standing Committees for a period of 4 to 12 months.

Context:

The Parliamentary Assembly of the Mediterranean (PAM) is an international organization, which brings together 34 Member Parliaments from the Euro-Mediterranean and Gulf regions to discuss the most pressing common challenges, such as regional conflicts, security and counterterrorism, humanitarian crises, economic integration, climate change, energy security, mass migrations, education, human rights and inter-faith dialogue. Through this unique political forum, PAM Parliaments engage in constructive discussions, share legislative strategies, and work together towards shared and effective solutions. Over the years, the Assembly has established itself as the main actor of parliamentary diplomacy in the greater Euro-Mediterranean region.

The work of PAM is organised around three Standing Committees:

- 1st Standing Committee on Political and Security-related Cooperation;
- 2nd Standing Committee on Economic, Social and Environmental Cooperation;
- 3rd Standing Committee on Dialogue among Civilizations and Human Rights.

The staff of the Secretariat assists the PAM President, the PAM Bureau, national parliaments, and the Secretary General in the execution of their mandate and is responsible for the follow-up on the decisions taken by the Assembly providing coordination and support to the work of the three Standing Committees and all other bodies established under PAM.

Main Duties:

Under the supervision of one of the PAM Program Officers, the Junior Researcher will:

- Conduct research on issues relevant to the work of one of the three Committees;

- Support the Program Officer in the preparation of speeches, reports, press releases, and research projects;
- Support the Program Officer in preparing briefing notes and presentations for PAM Delegations, and for the Presidents of the 3 Standing Committees;
- Provide organizational, administrative, and logistical support to the implementation of the activities of PAM Secretariat;
- Undertake any other assignments as required.

Qualifications:

- Recent graduates with a minimum of a Bachelor's degree in relevant subjects (Political Science, International Relations, International Law, Public Administration, Security Studies, Economics, Environmental Sciences, Climate studies, Social Sciences, etc.). Master's degree strongly preferred;
- Fluency in English required, fluency in French and/or Arabic strongly preferred, knowledge of other regional languages welcomed;
- Ability to manage a multitude of different tasks and prioritize the work to ensure that all deadlines are met with minimal supervision.

Competencies:

- Ability to monitor and analyze political, security, economic, environmental, and social developments in the region;
- Ability to think critically, complete tasks under deadlines, solve problems quickly and effectively, and anticipate potential problems before they occur;
- Ability to adjust language, tone, style, and format to different types of audience;
- Impeccable attention to detail, active listening, and effective teamwork.

Special Notice:

1. Applicants can express a preference regarding one of the three Standing Committees. The preference will be taken into consideration, but applicants must be willing and prepared to be assigned to one of the above-mentioned Committees according to the needs of the Assembly;
2. Kindly note that the internship is unpaid and on a full-time basis. Researchers work five days per week under the supervision of a staff member. Candidates of certain nationalities must obtain a visa authorizing their stay in San Marino before they depart to begin their internship. While this is the overall responsibility of the selected candidate, PAM Secretariat will provide information and supporting documents as needed;
3. In the context of the COVID-19 pandemic, applicants must be willing and prepared to undertake the internship remotely for a part or the entirety of the internship, depending on the epidemiological situation;
4. Researchers must keep confidential any information obtained during the course of the internship and not publish any unauthorized report or paper based on such information.

Application:

Eligible candidates are encouraged to send their CV and a cover/motivation letter in English or French to secretariat@pam.int, together with the administrative documents “*PAM Internship CV form*” and “*PAM Internship information and conditions*” mentioning “**Junior Researcher – stage**” in the subject line.

The administrative documents are available on PAM website:

<https://www.pam.int/default.asp?m=career>

Incomplete applications will not be considered.