

foraus - Swiss Forum on Foreign Policy

is looking for an

IT and Project Intern (80%)

starting April 2020 or upon agreement (6 months), based in Geneva or Zurich (CHF 1400.- /month)

The independent think tank foraus publishes scientific-based policy recommendations in the form of discussion papers, policy briefs and blog posts, and organizes high-level debates with the aim of creating innovative solutions for the foreign policy of tomorrow. foraus was founded in 2009 and is based on a unique grassroots model with over 120 volunteers in Switzerland and abroad.

In the last two years foraus embarked on the journey of digitalization adopting new tools to support the core operation of the think tank. This meant adopting a new CRM system, building a new website and launching the crowdsourcing platform «Policy Kitchen». But our appetite for new tech does not stop there: on the content side, foraus launched a new project in 2020 focused on the hot topic of health data governance. This project will use our Policy Kitchen platform to identify pressing challenges and visions of stakeholders in Switzerland around that theme.

Your Role

We are looking for a dynamic and polyvalent person with a passion for tech and foreign policy to join our team as an intern. The perfect profile will be someone with the technical skills and know-how to help us keep the lights on in our digital infrastructure (CRM, website, servers, Policy Kitchen, mass mailing, etc.) as well as a deep interest in the impact of data and artificial intelligence on society in general and global health in particular. Your responsibilities might include but are not limited to:

- Provide tech support to members of the team with tasks such as wordpress troubleshooting, GSuit administration, CRM management or Google Cloud administration;
- Assist with the cybersecurity task to keep our tools and data safe;
- Assist with UX/UI tasks such as user research, A/B testing or features grooming;
- Conduct research on existing challenges around health data exchange and global collaboration models;
- Assist with workshop facilitation and input compilation.

You are a self-reliant team player with an interest in foreign policy. You think in an entrepreneurial, strategic and user-centered way and you are driven to bring innovative concepts to life. Language requirements are fluency in English and a good working knowledge of French and German. You are interested in foreign policy, can quickly familiarize yourself with various topics and feel comfortable in interdisciplinary teams. Experience working with open data and/or health data governance will give you extra points.

We offer you a challenging position with flexible working hours and plenty of space to implement your own ideas. In our young and creative team you can expand your professional network at home and abroad and dive deep into the think tank business. We offer you the opportunity to be part of an innovative and unique movement with your commitment to foraus and to influence foreign policy in a visionary and pragmatic manner.

We are looking forward to your application! Please send it to us by filling this [form](#) by **March 22th**. Edu will be happy to provide you with further information (eduardo.belinchon@foraus.ch).

foraus is promoting diversity and balance within the team and welcomes applicants of all religions, backgrounds and genders.