

is recruiting, as per the September 2022, an

Innovation and Project Management Intern (80%)

Location : Geneva/Zurich

(6 months, 1500 CHF/m gross)

The independent think tank foraus publishes scientifically based recommendations for action in the form of discussion papers, brief analyzes, and blog posts and organizes top-class debates with the aim of creating innovative solutions for tomorrow's foreign policy. Foraus was founded in 2009 and, as a non-profit grassroots organization, has an extensive Swiss and international network of volunteers.

In 2018, foraus developed [Policy Kitchen](#), a crowd-innovation platform accompanied by a methodology to ideate and co-create policy solutions to pressing challenges of today. In the past 4 years the team has engaged more than 2400 people in shaping over 630 ideas on topics as diverse as aligning biodiversity conservation and economic development, inclusiveness in Artificial Intelligence and feminist foreign policy.

As a innovation and project management intern at foraus, you will support projects using Policy Kitchen with a variety of tasks:

- Coordination and implementation of Policy Kitchen Challenges¹
- Organization of workshops and training sessions
- Help design and support the digital platform
- Communication (media work, development of user documentation, texts, etc.)
- Participation in project development
- Administrative activities

Ideal prerequisites for the internship is to have an active interest in international relations, a Bachelor's or Master's degree in the relevant area, organizational talent and a flair for communication. A good command of English is necessary. Good command of German and French and initial experience in day-to-day office work are an advantage. Essentials are enthusiasm, self-initiative, humor, and the courage to throw yourself into the upcoming work together with us and to commit yourself to a constructive foreign policy!

We are looking forward to your application! Please use [this form](#) until **July 25, 2022**. To avoid potential bias, we work exclusively with the form and therefore do not require traditional application documents such as CV or references. For further information, please contact **Eduardo Belinchon** (Digital Innovation Manager) (eduardo.belinchon@foraus.ch, +41 78 203 98 41). foraus is committed to promoting diversity and balance within the team and would like to offer equal opportunities to applicants of all religions, backgrounds, and genders.

¹ Participatory processes aiming at collectively developing recommendations for action and ideate solutions to solve cross-border policy issues.