



G.C.A.

Contact GCA

Address:

CN: Hongkun Park, Kechuang 12th Street, Beijing
No.380 Mid-Furong Road, Changsha, Hunan Province
No.199 Ren'ai Road, Suzhou, Jiangsu Province
No.18 Zhonghua Street, Shi Jiazhuang, Hebei Province

US: 250 Carlson Parkway, Minnetonka, MN 55305
13155 Noel Road, Dallas, TX 75240

AU: 109 Upton Street, Bundall, QLD 4217

NZ: 144 Hobson Street, Auckland 1010

Hours:

9am -5pm(Local Time)

E-mail:

info@gcago.com



2021-2022

国际组织实习计划

INTERNSHIP PROGRAM FOR INTERNATIONAL ORGANIZATION



G.C.A.

Global Cultural Adventurers
Homestay | Cultural Learning | Community

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01 COMPANY INTRODUCTION 公司介绍

Established in January 2014, Global Cultural Adventurers International Education Group (referred to as GCA), is an international academic exchange/social practice program sponsor based on Internet thinking. Through the deep integration of international scientific research and education as well as social and cultural resources, GCA created a whole process covered operation mode that meet the needs of Chinese university students and teachers, target to develop the international resources, independently develop the scientific research/teaching/practice institution, the host family, and the local guide management and design international exchange programs for Chinese university students and teachers.

Global Cultural Adventurers 国际教育集团，简称GCA，组建于2014年1月，是一家基于互联网思维创立的海外学术交流/社会实践项目主办机构，通过国际科研教育及社会文化资源的深度整合，打造出适应中国大学师生实际需求，针对性地开发海外资源，独立拓展科研/教学/实践机构、寄宿家庭、地接管理等全流程覆盖的项目操作模式，开发出为中国大学师生量身定制的国际交流项目。

02 OUR VALUES 我们的价值观

Global Culture Adventure (GCA) is dedicated to creating a new operation mode for international exchange programs. Our principle is to decrease the intermediate links, increase the management efficiency, enhance the service awareness and reduce the economic burden. We integrate the international educational resources with a closed loop, build our brand with sincerity and regulate the industry with conscience. We hope that through the unremitting efforts of all the GCA staff, every aspiring Chinese will have an easy access to research, study, practice and exchange overseas.

GCA致力于打造全新的国际交流项目运营模式，秉持减少中间环节，提高管理效率，增强服务意识，降低经济负担的原则，闭环整合国际教育资源，以实干树立公司品牌，用良心制定行业标准，我们期望，通过集团全体员工的不懈努力，中国每一位有志之士都能走出国门，赴海外科研、学习、实践、交流。

03 PROGRAM BACKGROUND

项目背景

Relevant Policy of International Organizations Internship

国际组织实习相关政策

- On March 12, 2014, the General Office of the Ministry of Education issued a notice on the "Key Points of Work of the Talent Coordination Group of the Ministry of Education in 2014". Promote talent development of international organizations. Actively train and support the outstanding talent to serve in UNESCO and other relevant international organizations. Make use of the national scholarship fund to select outstanding youth to work as interns in international organizations. (Department of Personnel, International Department, Secretariat of the General Committee of UNESCO, Secretariat of China Scholarship Council)
- On July 25, 2017, the Party group of CPC Education Ministry issued a guideline on accelerating the development of high-level talents in direct affiliated universities. Strengthen talents training in international organizations. Strengthen the construction of reserve talents in universities for international organizations and support high-level talents to serve in international organizations. Strengthen training, guidance and information services, and support young talents and outstanding graduates to work as interns in international organizations. Speed up the construction of relevant disciplines and talent training bases, and improve the measures to support multi-level and classified training. Vigorously implement the "Internship Program for International Organizations" under the national scholarship fund, and expand the number of professionals sent by the country to study abroad.
- On January 31, 2018, the Ministry of Education issued a notice on the issuance of the "Work Key Points of the Ministry of Education in 2018". Encourage college graduates to look for jobs and start businesses. Send graduates to key areas, major projects, key programs and important fields, and encourage them to work as interns in international organizations. Continue to do a good job in recruiting college students for the army. Work closely with relevant departments to implement the "Special Post Plan for Teachers" and other central community-level employment programs, and encourage graduates to look for jobs or start businesses at the community-level in urban and rural areas. Implement preferential policies for innovation and entrepreneurship, and further promote innovation and entrepreneurship for college students. Make extensive use of the new model of "Internet + employment" to optimize targeted employment services and increase the assistance for groups with employment difficulties. Encourage universities to improve the annual reports on the quality of graduates' employment, and gradually establish a mechanism for coordinating employment and enrollment plans, talents training, funding, institution settings, and major adjustments.
- On August 8, 2018, the Ministry of Education, the Ministry of Finance and the National Development and Reform Commission issued a notice on the "Guidance on Accelerating the Construction of 'Double First-class' Universities". Deepen International Cooperation and Exchange. Vigorously promote high-level and substantive international cooperation and exchange to become a participant, promoter and leader in the reform of the world higher education. Strengthen substantive academic exchange and scientific research cooperation with foreign high-level universities and top

- 2014年3月12日, 教育部办公厅关于印发《教育部人才工作协调小组2014年工作要点》的通知。推动国际组织人才队伍建设。积极培养和支持优秀人才到联合国教科文组织等相关国际组织任职。利用国家留学基金选拔优秀青年人才到国际组织实习。(人事司、国际司、教科文全委会秘书处、国家留学基金委秘书处)
- 2017年7月25日, 中共教育部党组关于加快直属高校高层次人才发展的指导意见。加强国际组织人才培养。加强高校国际组织后备人才队伍建设, 支持高层次人才到国际组织任职服务。加强培训指导与信息服务平台建设, 支持青年人才、优秀毕业生到国际组织实习任职。加快相关学科和人才培养基地建设, 完善分层分类培养支持举措。大力实施国家留学基金"国际组织实习项目", 扩大国家公派出国留学相关专业人员选派规模。
- 2018年1月31日, 教育部关于印发《教育部2018年工作要点》的通知。促进高校毕业生就业创业。向重点地区、重大工程、重大项目、重点领域输送毕业生, 鼓励毕业生到国际组织实习任职。继续做好大学生征兵工作。会同有关部门实施好"教师特岗计划"等中央基层就业项目, 鼓励毕业生到城乡基层就业创业。落实创新创业优惠政策, 深入推进大学生创新创业。广泛应用"互联网+就业"新模式, 优化就业精准服务, 加大就业困难群体帮扶力度。推动高校完善毕业生就业质量年度报告, 逐步形成就业与招生计划、人才培养、经费拨款、院校设置、专业调整联动机制。
- 2018年8月8日, 教育部 财政部 国家发展改革委印发《关于高等学校加快"双一流"建设的指导意见》的通知。深化国际合作交流。大力推进高水平实质性国际合作交流, 成为世界高等教育改革的参与者、推动者和引领者。加强与国外高水平大学、顶尖科研机构的实质性学术交流与科

research institutions, and establish joint laboratories and research centers for international cooperation; Promote mutual learning between China and foreign countries in high-quality education mode, create new systems and mechanisms for jointly running schools, and increase exchanges of visiting scholars and exchange students between schools. Led by "the Belt and Road" initiative to increase the training of bilingual or multilingual international professionals. Further improve the system for recruiting, training, managing and serving international students, and continue to optimize the source structure and improve the quality of students. Take an active part in jointly building "the Belt and Road" education program and the cultural and people-to-people exchange programs between China and foreign countries, and further play the dominant role of universities in promoting the construction of Confucius Institutes. Select excellent students, young teachers and academic leaders to study and exchange in overseas high-level universities and institutions, actively promote outstanding graduate students sent by the country to study abroad, increase the support for outstanding graduate students to work as interns in international organizations, and actively recommend excellent talents to do part-time job in international organizations, academic institutions and international journals.

- On September 17, 2018, the Ministry of Education issued an opinion on Accelerating the Construction of High-level Undergraduate Education to Comprehensively Improve Talent Cultivation Capacity. Deepen international cooperation in educating people. Actively serve the Opening to the Outside strategy, integrated into the "the Belt and Road" construction, advance joint training with foreign high-level universities, support the exchange, mutual recognition of credits, degree swap and grant of Chinese and foreign college students, recommend outstanding students to work and have internship in international organizations, select young university teachers or academic leaders to study and exchange in foreign high-level institutions, speed up to bring in foreign high-quality education resources, and cultivate talents of the new era with broad international perspective.
- On October 16, 2018, the China Scholarship Council issued a notice on the publication of the "Administrative Measures on the Selection of Internship Programs for International Organizations".
- On January 16, 2020, the Party group of CPC Ministry of Education issued a notice on the "Work Plan of the Education System on Study, Publicity and Implementation of the 'Implementation Outline of Patriotism Education in the New Era' ". "Work Hard to Realize Your Dream" action: integrate into the overall situation of national development. Carry out an in-depth campaign among intellectuals to "promote patriotic spirit and painstaking efforts and make contributions to the new era", carry forward among teachers the spirit of "Two Bombs and One Star" and the spirit of manned space flight, and promote the fine tradition of arduous and permanent struggle. Make sure that the supply and demand sides are in close alignment with each other, train outstanding graduates in key industries, regions, units, major projects and programs, guide graduates to find jobs, start businesses, and build successful careers in advanced manufacturing, modern service industries, and modern agriculture. Select more outstanding university graduates to work as interns in international organizations, and train the global management talents that serve the national development strategy.
- On March 4, 2020, the Ministry of Education issued a notice concerning the employment and entrepreneurship of 2020 graduates from general institutions of higher learning in response to COVID 19 epidemic. Continue to select college students to work as interns in international organizations. It is necessary to increase policy support, timely collect and publish recruitment information of international organizations, organize and carry out activities such as expert lectures, training camps and international exchanges, and further expand the channels of internship.

研合作, 建立国际合作联合实验室、研究中心等; 推动中外优质教育模式互学互鉴, 以我为主创新联合办学体制机制, 加大校际访问学者和学生交流互换力度。以"一带一路"倡议为引领, 加大双语种或多语种复合型国际化专业人才培养力度。进一步完善国际学生招收、培养、管理、服务的制度体系, 不断优化生源结构, 提高生源质量。积极参与共建"一带一路"教育行动和中外人文交流项目, 在推进孔子学院建设中, 进一步发挥建设高校的主体作用。选派优秀学生、青年教师、学术带头人等赴国外高水平大学、机构访学交流, 积极推动优秀研究生公派留学, 加大高校优秀毕业生到国际组织实习任职的支持力度, 积极推荐高校优秀人才在国际组织、学术机构、国际期刊任职兼职。

- 2018年9月17日, 教育部关于加快建设高水平本科教育全面提高人才培养能力的意见。深化国际合作育人。主动服务国家对外开放战略, 积极融入"一带一路"建设, 推进与国外高水平大学开展联合培养, 支持中外高校学生互换、学分互认、学位互授联授, 推荐优秀学生到国际组织任职、实习, 选拔高校青年教师学术带头人赴国外高水平机构访学交流, 加快引进国外优质教育资源, 培养具有宽广国际视野的新时代人才。
- 2018年10月16日, 国家留学基金管理委员会关于公布《国际组织实习项目选派管理办法》的通知。
- 2020年1月16日, 中共教育部党组印发《教育系统关于学习宣传贯彻落实〈新时代爱国主义教育实施纲要〉的工作方案》的通知。"奋斗圆梦"行动: 融入国家发展大局。深入开展知识分子"弘扬爱国奋斗精神、建功立业新时代"活动, 在教师群体中弘扬"两弹一星"精神、载人航天精神等, 发扬艰苦奋斗、永久奋斗的优良传统。推动供给侧与需求侧的精准对接, 向重点行业、重点地区、重点单位、重大工程、重大项目精准培养优秀毕业生, 引导毕业生向先进制造业、现代服务业和现代农业等领域就业创业、建功立业。推送更多优秀高校毕业生到国际组织实习、任职, 培养服务国家发展战略的全球治理人才。
- 2020年3月4日, 教育部关于应对新冠肺炎疫情做好2020届全国普通高等学校毕业生就业工作的通知。持续推送大学生到国际组织实习任职。要加大政策支持力度, 及时收集发布国际组织招聘信息, 组织开展专家讲座、训练营、国际交流等活动, 进一步拓宽实习任职渠道。

教育部文件

教学[2017]6号

教育部关于促进普通高校毕业生 到国际组织实习工作的通知

各省、自治区、直辖市教育厅（教委），新疆生产建设兵团教育局，部属各高等学校：

国际组织是制定国际规则、协调多边事务、分配国际资源的重要平台，是全球治理的重要阵地。加快培养推送高校毕业生到国际组织实习任职，有助于扩大到国际组织工作的后备人才队伍，提升我国在国际组织人员规模，对于更好地统筹国内和国际两个大局、增强我国在国际规则制定中的话语权，对于提高高等教育人才培养质量、实现毕业生更宽领域和更高质量就业，具有重要意义。各地各高校要切实增强紧迫感和责任感，抢抓机遇，采取有效措施，把

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培养推送高校学生到国际组织实习任职工作提高到一个新水平。为促进高校毕业生到国际组织实习，现就有关事项通知如下：

一、加强政策支持

1. **加大资助力度。**国家留学基金委进一步拓展国际组织实习项目领域和范围，制定选派管理办法，将高校与有关国际组织开展合作进行选派的学生以及自行联系获得国际组织实习岗位的学生，纳入资助范畴，经评审后予以资助。鼓励各地各高校采取地方专项扶持、高校配套、社会捐助和学生个人共同承担的经费支持方式，积极推送高校学生到国际组织实习。

2. **完善教学管理。**各地各高校要根据《普通高等学校学生管理规定》，进一步完善现行政策，建立灵活的学习制度，给予计算相应学分等政策支持。高校在校生到国际组织实习，学校可为其保留学籍，最长至两年；学生实习期满后应向学校提出复学申请，学校经审查合格后同意复学，并可根据其实习经历和实习内容认定为公共必修课或实践实习课程的学分。

3. **优化就业服务。**到国际组织实习的毕业年度内高校毕业生，毕业时其户口档案可申请保留在学校两年（直辖市按有关规定执行）。两年内落实就业单位的，可视为应届毕业生，根据相关规定，为其办理就业手续。超过两年的，学校将其在校户口及档案迁回家庭所在地。

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4. **支持升学深造。**高校在制订本校推免生遴选办法时，结合本校具体情况，将学生到国际组织实习情况纳入推免生遴选指标体系。

二、加强指导服务

1. **强化信息服务。**教育部新职业网已开通高校毕业生到国际组织实习任职信息服务平台（<http://gj.ncss.cn>），收集整理国际组织情况介绍，实时跟踪采集国际组织招聘信息。各地各高校要在本地、本校就业网显著位置分享平台链接，及时向平台报送国际组织招聘信息、工作动态、典型事迹等内容，积极组织学生使用平台，并将国际组织招聘信息精准推送至有需求的学生。高校要通过科研合作、出国访学、项目交流等契机广泛联系对口国际组织，充分挖掘国际组织的实习任职岗位。

2. **广泛宣传发动。**各地各高校要通过举办讲座报告、编印宣传手册、开展咨询、开设相关课程、举行国际组织项目推介会、有计划地组织参观国际组织机构、支持学生组建社团等形式，利用网络、手机新媒体等多种渠道，帮助学生认识国际组织、了解到国际组织实习任职对国家和个人发展的重要意义，知晓相关政策，引导更多优秀毕业生积极报名应聘国际组织。

3. **做好指导培训。**各地各高校要将国际组织实习任职等相关内容纳入就业指导课程，积极邀请有国际组织工作经验的官员、考官、专家等到学校开展有针对性的培训，提高学生应试、应聘能力。要

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发掘各种资源，充分利用国际、国内和校友资源，为毕业生到国际组织实习任职和参加志愿活动等，提供信息、资金、咨询指导等帮助。

三、加强人才培养

1. 推进人才培养改革。各地各高校要整合办学资源配置，改革人才培养模式，主动适应国家发展战略新需求，加快培养多层次、多类型具有参与全球治理能力和素质的各类人才。要进一步完善和改进高校外语教学模式，推动有关高校特别是语言类高校开展英法语等复合语种人才培养，开设外语非通用语种新专业，建立多语种、跨学科的人才培养平台。针对性加强双学位、辅修、兼修学位等培养项目建设，鼓励非外语类专业学生兼修外语类学位或课程。

2. 开展项目合作交流。具备条件的高校要开设相关专业课程和选修课程，建立国际组织人才培养基地或项目，加强国际组织相关学科建设，完善课程体系和人才培养方案。鼓励和支持高校与国际组织机构间合作，签订实习生协议，联合建立实习和培训基地，积极输送学生到国际组织实习。

四、加强组织管理

1. 建立工作机制。各地各高校要落实责任，把培养推送高校毕业生到国际组织实习任职工作摆上重要议事日程。有条件的高校要成立工作领导小组，明确牵头校领导，建立健全就业、学工、教学、

外事等多部门联动的工作机制，围绕办学特色和优势，制订具体工作方案和详细工作进度，明确目标任务并分解到相应部门和院（系），落实工作责任。要结合学校实际，制订相应管理办法，做好学生到国际组织实习任职提供资金、人员、场地等条件保障，鼓励和支持更多高校毕业生到国际组织实习任职。

2. 做好信息报送。各高校要全面准确掌握本校学生到国际组织实习任职情况，每年7月底和12月底，通过全国高校毕业生就业管理系统向教育部高校学生司集中报送当年度本校在校生和应届毕业生到国际组织实习任职信息。

教 育 部

2017年6月26日

教 育 部 文 件

教学[2017]6号



04 PROGRAM INTRODUCTION

项目介绍

Internship Program for International Organizations is organized by Global Cultural Adventurers International Education Group. It is in accordance with the international career development plan of college students. After the interview and assessment, the applicants will enter the international organizations and carry out the internship for 1/2/3/5/6/9/12 months under the guidance of local staff. They will live in homestay/apartment throughout the program. Apart from the internship, the applicants can also visit famous local universities, enjoy cultural and natural landscapes, and deeply experience local culture.

国际组织实习计划，由Global Cultural Adventurers国际教育集团主办，依据大学生国际职业发展规划及国家战略需要，经过面试考核，进入全球范围内的国际组织，在当地工作人员指导下，进行为期1/2/3/5/6/9/12个月的实习工作。项目全程入住寄宿家庭/公寓，实践之余，还可以参观当地著名大学、游览人文、自然景观，深度体验当地文化。

05 OVERVIEW

基本概况

Internship Organization 实习单位	International organizations around the world 全球范围内的国际组织
Internship Content 实习内容	Basic administrative work: public research, document sorting, data collection and summary, translation, website maintenance, etc. 基础行政类工作：公共调研、文件整理、数据收集汇总、基础翻译、基础网站维护等
Program Length 项目周期	1/2/3/5/6/9/12 months (decided by the applicant) 1/2/3/5/6/9/12个月（申请人自选）
Travel Time 出行时间	All year round, please refer to the travel plan of the season for details 全年均可，具体参见当季出行计划安排
Program Location 项目地点	Asia, Europe, Oceania, North America, South America, Africa 亚洲，欧洲，大洋洲，北美洲，南美洲，非洲
Time Planning 时间规划	The maximum length for application is 6 months (including the visa application, which will be assisted by GCA) 申请时间最长需要6个月（含签证时间，由GCA统一办理）
Special Reminder 特别提醒	Due to the differences in discipline system, language environment and cultural background, the program progress is not easy. The applicants need to keep a positive attitude and work hard to complete it 由于专业体系、语言环境、文化背景等差异，项目过程并不轻松，申请人需要保持积极努力的心态，认真完成项目

06 GAIN OF APPLICANT

项目收获

Accumulate valuable experience from international organizations internship

Statistics from the Ministry of Education show that with the development of higher education in China, the number of graduates in employment has been increasing in the past decade, so the competition pressure has never been higher. Unemployment after graduation has become a common phenomenon, and it is much more difficult to find a good job. How to get a comparative advantage in the fierce competition for jobs? The only way out is to seek a differentiated development strategy. During the university period, students should accumulate work experience through internship in international organizations, so as to improve comprehensive quality and prepare for work after graduation.

积累国际组织实习的宝贵经验

教育部数据显示，随着我国高等教育的发展，近十年来，应届毕业大学生就业人数持续增加，竞争压力空前攀升，毕业即失业已成为普遍现象，找到一份好的工作难上加难。如何在激烈的就业竞争中获得比较优势？寻求差异化的发展策略是唯一出路，在校期间，通过进入国际组织实习积累工作经验，提升个人综合素质，为毕业后工作做准备。

Multi-dimensional understanding of international talent needs

In the program, students will be exposed to international organizations staff of various positions and professional backgrounds, as well as other outstanding and ambitious interns, so that they can directly feel the high threshold and fierce competition of entering international organizations through frequent and in-depth exchanges with them. In this way, the students will stimulate their morale and make more challenging and targeted personal improvement plans as soon as possible.

多方位理解国际化人才需求

在项目中，所接触到的各种职位等级、专业背景的工作人员，以及优秀且志向远大的其他实习生，都能让学生在与其高频深度的交流中，直观感受进入国际组织的高门槛与竞争的激烈性。从而激发斗志，尽早制定更具挑战性和针对性的个人提升计划。

Deeply experience local history and culture

Visit famous local universities, museums with a long history, enjoy the purest and most beautiful beaches, and deeply experience local culture.

深入体验当地历史文化

参访当地著名大学，打卡蕴含着丰富历史的博物馆，享受最纯净的绝美海滩，深度体验当地文化。

Certificates issued by major international organizations

Students who successfully complete the program will be awarded a high-value certificate or recommendation letter issued by their international organization, which will increase their opportunities for study abroad or future work.

重磅国际组织颁发证书

圆满完成项目的学生，均可获得由所在的国际组织颁发的高含金量证书或推荐信，为日后出国留学或工作增加筹码。

Improve foreign language ability

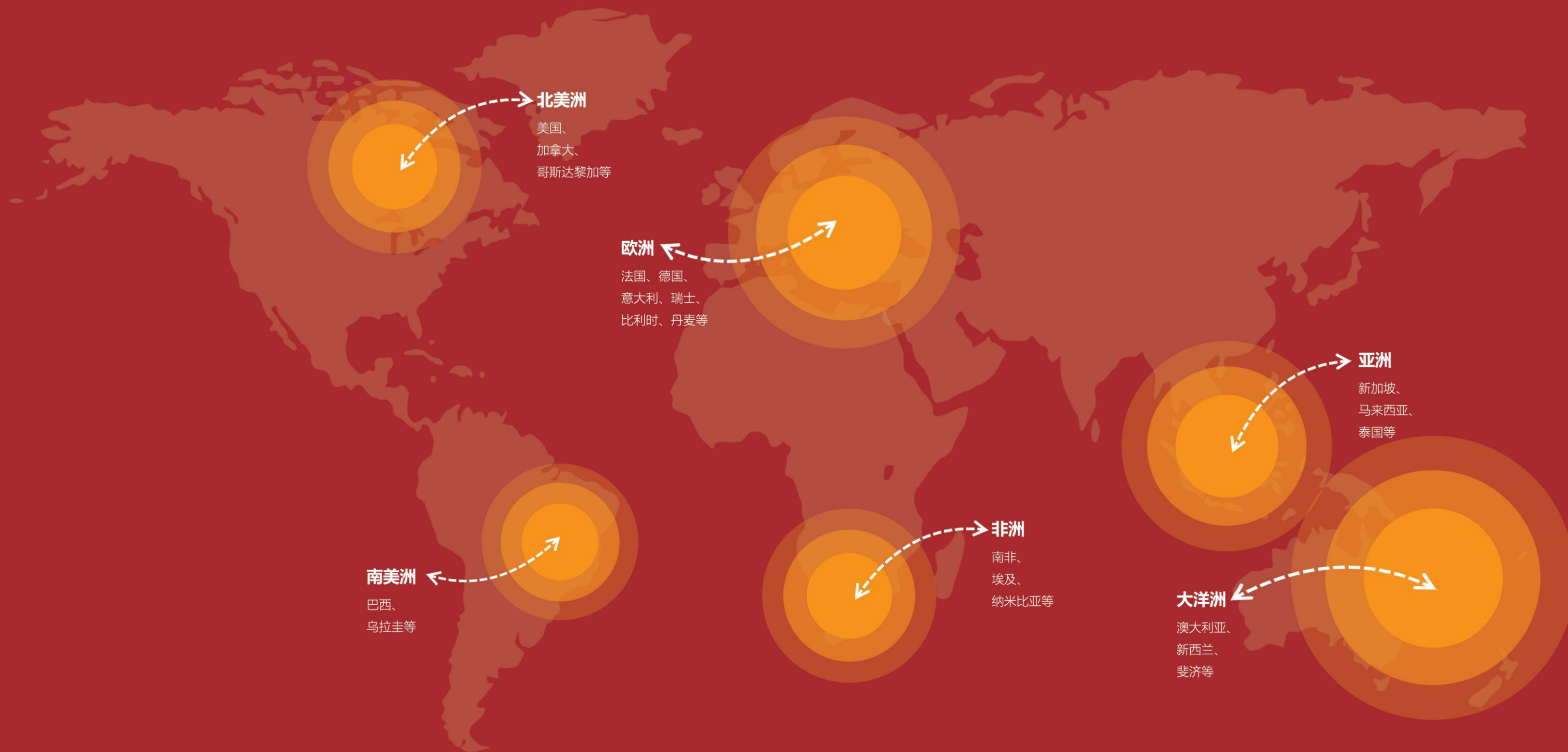
The essence of improving a language is communication. During the internship in international organizations, there are many opportunities to have in-depth conversations with local staff. In a pure foreign language environment, foreign language ability potential can be stimulated and foreign language ability can be gradually improved.

提升外语能力

提升一门语言的精髓就在于交流，在国际组织实习过程中，会有许多和当地工作人员深入交谈的机会，纯外语的语言环境下，能激发外语潜能，逐步提升外语能力。

07 INTERNATIONAL ORGANIZATIONS COVERAGE

国际组织范围



INTRODUCTION TO INTERNATIONAL ORGANIZATIONS

国际组织介绍

08 Politics 政治领域

• ASEAN Inter-Parliamentary Assembly 东盟国家议会大会

- Jakarta, Indonesia, Asia / 亚洲, 印度尼西亚, 雅加达
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

The ASEAN Inter-Parliamentary Assembly (AIPA) is a regional parliamentary organization. It was originally formed on September 2, 1977 in Manila, Philippines.

AIPA stands for ASEAN Inter-Parliamentary Assembly. It serves as the center of communication and information among Member Parliaments which consist of Brunei Darussalam, Cambodia, Indonesia, Lao People's Democratic Republic, Malaysia, Myanmar, Philippines, Singapore, Thailand, and Vietnam. AIPA aims to encourage understanding, cooperation, and close relations among Member Parliaments as well as Observer Member Parliaments and other parliamentary organizations. AIPA also plays instrumental role in familiarizing the peoples of Southeast Asia with policies aimed at accelerating the realization of an ASEAN Community in 2015.

机构介绍

东盟国家议会大会 (AIPA) 是一个区域性议会组织。它最初是东盟各国议会组织 (AIPO), 于 1977年9月2日在菲律宾马尼拉成立。

AIPA代表东盟国家议会大会。它是由文莱达鲁萨兰国、柬埔寨、印度尼西亚、老挝人民民主共和国、马来西亚、缅甸、菲律宾、新加坡、泰国和越南组成的议会之间的交流和信息中心。AIPA旨在加强成员国议会、观察成员国议会和其他议会组织之间的理解、合作和密切关系。AIPA还推动了东南亚各国人民对旨在加快实现2015年东盟共同体的政策的熟悉。

INTERNSHIP

- **Internship title:** administrative assistant; social media assistant
- **Duration:** 3 months
- **Number of interns:** 1-2

POLICY, EDUCATION AND PUBLICITY (PEP)

- **Internship tasks:**
 - Perform clerical duties including: take detailed notes during meetings or type/transcribe and edit memos and notes provided from meetings, prepare paper copies, faxes, and other documentation, as needed
 - Assist Directorate of PEP in preparing information and research materials
 - Provide assistance to the publicity and communication officers in preparing social media and website content
 - Assist the Directorate of PEP in preparing reports, if needed
 - Provide assistance to the Directorate of PEP in preparing workshops, meetings, etc
 - Attend functions and networking events, if required
 - Run general related errands
 - Shadow multiple office positions and train in variety of tasks
- **Requirements:**
 - Be enrolled in an undergraduate or graduate program or have graduated within the past one year
 - Applicants must be at least 19 years old



- Be proficient in spoken and written in English
- Have excellent academic performance as demonstrated by recent university record
- Have no immediate relatives (e.g. father, mother, brother, sister) working in AIPA Secretariat

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

- **Internship tasks:**
 - Assist the ICT in designing AIPA's social media activities
 - Provide the assistance in the creation and publishing of relevant contents for the social media materials
 - Monitor trends in social media tools, applications, and channels
 - Involve in the development of brand awareness and online reputation of AIPA
 - Attend functions and networking events, if required
 - Work with the team in the administrative tasks
- **Requirements:**
 - Be enrolled in an undergraduate or graduate program or have graduated within the past one year
 - Exhibit the ability to jump from the creative side of marketing to analytical skills of content creation
 - Great interpersonal and communication skills
 - Maintain excellent writing and language skills (English)
 - Perform the ability to utilize design tools or video editing software (noncompulsory)
 - Have excellent academic performance as demonstrated by recent university record
 - Have no immediate relatives (e.g. father, mother, brother, sister) working in AIPA Secretariat



实习内容

- **岗位名称:** 行政助理; 社交媒体助理
- **实习时长:** 3个月
- **岗位名额:** 1-2人
- 具有近期在校成绩证明, 学习成绩优秀
- 没有在AIPA秘书处工作的直系亲属 (如父亲、母亲、兄弟姐妹)

政策、教育和宣传部 (PEP)

- **实习任务:**
 - 执行文书任务: 在会议期间做详细笔记, 或打印/转录和编辑会议备忘录和笔记, 根据需要准备纸质副本、传真和其他文件
 - 协助PEP理事会准备信息和研究材料
 - 协助宣传官和沟通官准备社交媒体和网站内容
 - 如有需要, 协助PEP理事会准备报告
 - 协助PEP理事会筹备研讨会、会议等
 - 如有需要, 参加各种社交聚会和晚宴
 - 处理一般事务
 - 在多个办公室职位学习并练习完成各种任务
- **实习要求:**
 - 就读本科或研究生或在过去一年内毕业
 - 申请人必须年满19岁
 - 精通英语口语和书面语

信息和通信技术部 (ICT)

- **实习任务:**
 - 协助ICT设计AIPA的社交媒体活动
 - 协助完成社交媒体材料相关内容的创作和发布
 - 监测社交媒体工具、应用程序和渠道的趋势
 - 参与发展AIPA品牌知名度和在线声誉
 - 如有需要, 参加各种社交聚会和晚宴
 - 与团队一起完成行政任务
- **实习要求:**
 - 就读本科或研究生或在过去一年内毕业
 - 市场营销创新能力及分析创作内容能力
 - 出色的人际交往能力和沟通能力
 - 优秀的写作和语言技能(英语)
 - 会使用设计工具或视频编辑软件(非强制性)
 - 具有近期在校成绩证明, 学习成绩优秀
 - 没有在AIPA秘书处工作的直系亲属 (如父亲、母亲、兄弟姐妹)

• The Pacific Community 太平洋共同体

- Suva, Fiji, Oceania / 大洋洲, 斐济, 苏瓦
- Inter-government organization / 政府间国际组织

INTRODUCTION

The Pacific Community (SPC) is the principal scientific and technical organisation in the Pacific region, proudly supporting development since 1947. SPC is an international development organisation owned and governed by its 26 Pacific country and territory members.

SPC works for the well-being of Pacific people through the effective and innovative application of science and knowledge, guided by a deep understanding of Pacific Island contexts and cultures. SPC's Pacific vision is for a region of peace, harmony, security, social inclusion and prosperity, so that all Pacific people can lead free, healthy and productive lives. This is a shared vision for the Pacific under the Framework for Pacific Regionalism.

This unique organisation covers more than 20 sectors and is renowned for knowledge and innovation in such areas as fisheries science, public health surveillance, geoscience and conservation of plant genetic resources for food security.

Our mission

help Pacific Island people position themselves effectively to respond to the challenges they face and make informed decisions about their future.

机构介绍

太平洋共同体(SPC)是太平洋地区主要的科学和技术组织,自1947年以来一直为发展提供支持。SPC是一个国际发展组织,由26个太平洋国家和地区成员组成和管理。

SPC在对太平洋岛屿背景和文化深刻理解的指导下,通过有效和创新的应用科学知识,为太平洋人民谋福祉。SPC愿景是建立一个和平、和谐、安全、社会包容和繁荣的地区,让所有太平洋人民都能过上自由、健康和生产富足的生活。这是太平洋区域主义框架下的太平洋共同愿景。这个独特的组织涵盖20多个部门,在渔业科学、公共卫生监督、地球科学和保护植物遗传资源促进粮食安全等领域以博识和创新闻名。

我们的使命

帮助太平洋岛屿人民有效地定位自己,以应对未来面临的挑战。



INTERNSHIP

- Internship title: administrative assistant
- Duration: 3-9 months
- Number of interns: 2
- Internship tasks: Public research, document sorting, data collection, translation, basic website maintenance, project management, etc.
- Requirements:
 - Bachelor's degree (completed/ongoing)
 - Fluency in spoken and written English
 - Strong interpersonal and English communicative skills
 - Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 行政助理
- 实习时长: 3-9个月
- 岗位名额: 2人
- 实习任务: 公共研究、文档整理、数据收集、翻译、基础网站维护、项目管理等
- 实习要求:
 - 学士学位(完成/正在进行)
 - 流利的英语口语和书写能力
 - 良好的人际交往和英语沟通能力
 - 熟练使用办公软件(如Word, Excel, Power Point)

INTRODUCTION TO
INTERNATIONAL ORGANIZATIONS

国际组织介绍

09 Economy, Finance and Trade
经济、金融与贸易领域

European Retail Academy 欧洲零售学院

- Roesrath, Germany, Europe / 欧洲, 德国, 罗斯拉特
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

The European Retail Academy (ERA) has as its scope to act as a virtual platform and as an initiator of workshops/seminars/conferences to bring more transparency about retail-research and retail-education at universities or universities of applied sciences. Further on ERA acts as a catalyst for sponsors who would like to contribute to reach a high level of trade (retail/wholesale)-education.

ERA promotes the international transfer of know-how between business on the one side and universities at the other side.

Objectives:

- Survey about trade-cathedras and their academic degrees
- The exchange of research-results
- Joint research
- The exchange of professors and students between universities as well as with business companies
- To assist the Bologna-process
- To promote benchmarking in retail education
- To work in interdisciplinary academic groups as a retail-competence-center
- To help to establish a cosmopolitan world
- The transparency about Trade Fairs and Trade Congresses
- Supporting journalists specialized in retail/wholesale

ERA's origin is Europe: it is uniting East and West - never the less ERA aims to be a bridge to other continents and their retail/wholesale - experts too. Insofar ERA was very happy that in the beginning of 2009 it had even 37 members outside of Europe.



机构介绍

欧洲零售学院 (ERA) 可以充当虚拟平台以及研讨会的发起者, 让大学或应用科学大学的零售研究和零售教育更加透明。ERA进一步助力了希望为实现高水平的贸易 (零售/批发) 教育做出贡献的赞助商。ERA促进了商业与大学之间的专有技术在国际上的转移。

目标:

- 调查贸易地位及其学术水平
- 交流研究成果
- 联合研究
- 促进各大学的教授学生之间以及与商业公司之间的交流
- 协助博洛尼亚进程
- 促进零售教育的基准化
- 作为零售能力中心, 在跨学科的学术团体中工作
- 帮助建立国际大都会
- 交易会和贸易代表大会的透明度
- 支持专门从事零售/批发的记者

ERA的起源是欧洲, 它团结了东西方, 但ERA的目标同样也是成为通往其他大洲及其零售/批发的桥梁。在2009年初, 它在欧洲以外拥有37个成员, 就这一点而言, ERA非常荣幸。

INTERNSHIP

- Internship title: social media assistant
- Duration: 3-6 months
- Number of interns: 2
- Internship tasks:
 - Make website-updates to different ERA-sites
 - Design news and translate press releases
- Requirements:
 - Excellent IT skills
 - Bachelor's degree (completed/ongoing)
 - Fluency in spoken and written English
 - Strong interpersonal and English communicative skills
 - Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 社交媒体助理
- 实习时长: 3-6个月
- 岗位名额: 2人
- 实习任务:
 - 将网站更新到不同的ERA站点
 - 设计新闻并翻译新闻稿
- 实习要求:
 - IT技能出色
 - 学士学位 (已完成/正在进行)
 - 流利的英语口语和书写能力
 - 良好的人际交往和英语沟通能力
 - 熟练使用办公软件 (如Word, Excel, Power Point)



Asia Business Trade Association 亚洲商业贸易协会

- Singapore, Asia / 亚洲, 新加坡
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

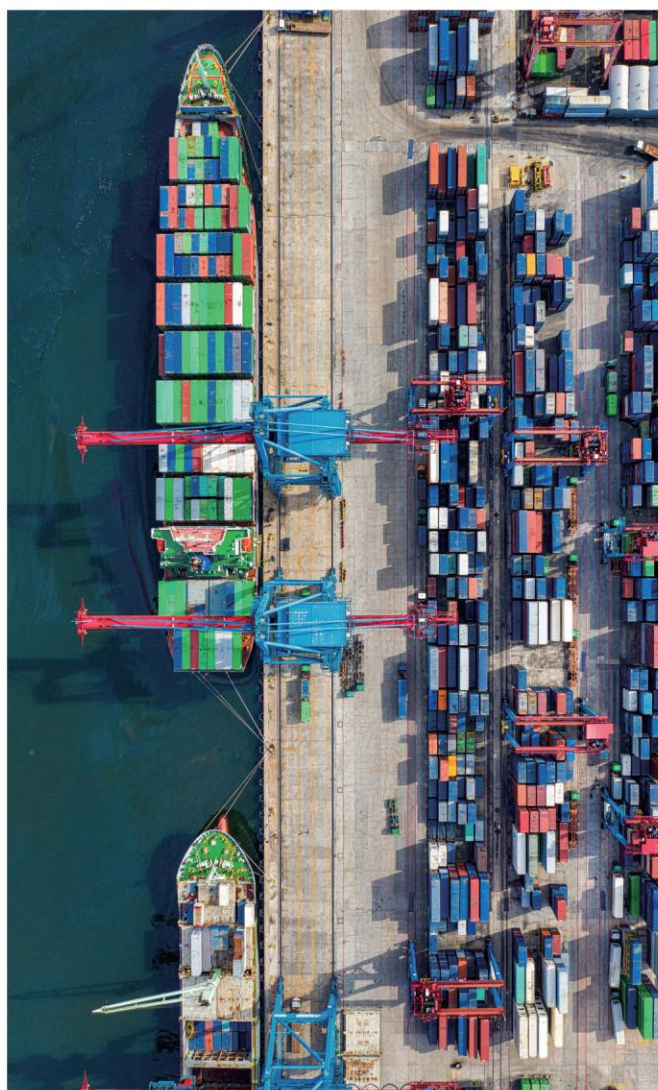
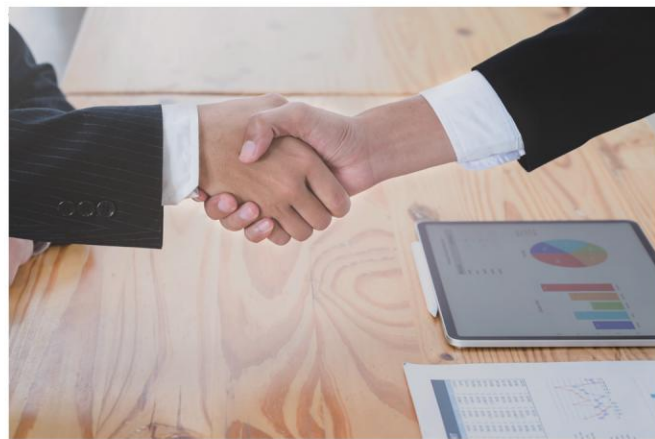
The Asia Business Trade Association (ABTA) serves as the premier business association dedicated to the promotion of regional trade issues in cooperation with governments. The Association represents companies based in Asia to support improved cross-border trade and regulatory policies.

The ABTA is a resource for both governments and business community, acting as an advocate, thought-leader and capacity building partner on key cross-cutting trade issues. ABTA brings together different sectors and firms of different sizes with governments to develop better trade and business environments for Asia.

ABTA has three broad pillars of work: Next Generation Trade, Trade Agreements (such as TPP11 or CPTPP and RCEP), and Encouraging Smaller Businesses. Each pillar includes working committees designed and run by ABTA members.

The Association provides thought leadership on fast evolving issues of concern to companies, governments and regulators. As an example, one key pillar of ABTA work examines Next Generation Trade topics for the purpose of providing important opportunities for industry and government to consider together the changing landscape of trade in Asia in areas like the digital economy, fintech or new manufacturing technologies.

The Association helps firms connect to the latest policies and trends. The network of companies across Asia allows firms to leverage on one another, learn best practices and see the latest developments in business. This gives ABTA members an ability to enhance their performance and capabilities to deliver tangible results and compete more effectively in a dynamic and changing business environment.



机构介绍

亚洲商业贸易协会 (ABTA) 是主要的商业协会, 致力于与政府合作促进区域贸易问题。该协会代表总部位于亚洲, 以支持改进的跨境贸易和监管政策。

ABTA是政府和企业界的资源, 在关键的跨领域贸易问题上担当倡导者、思想领袖和能力建设合作伙伴。ABTA将不同规模的不同部门和公司与政府联合起来, 为亚洲发展更好的贸易和商业环境。

ABTA具有三大工作支柱: 下一代贸易、贸易协议 (例如TPP11或CPTPP和RCEP) 以及鼓励小型企业。每个支柱都包括由ABTA成员设计和运营的工作委员会。

该协会在公司、政府和监管机构关注的快速发展问题上提供思想领导。例如, ABTA工作的一个主要支柱就是研究“下一代贸易”主题, 目的是为工业界和政府提供重要的机会, 以共同考虑数字经济、金融科技或新制造技术等不断变化的亚洲贸易格局。

该协会帮助企业与最新政策和趋势保持联系。亚洲各地的公司网络使公司可以相互利用, 学习最佳实践并了解业务的最新发展。这使ABTA成员能够增强其绩效和能力, 以在切实变化的业务环境中提供切实的成果并更有效地竞争。

INTERNSHIP

- Internship title: department intern
- Duration: 3 months
- Number of interns: 2
- Requirements:
 - The intern works with the Logistics & Supply Chain Management Society
 - Bachelor's degree (completed/ongoing)
 - Fluency in spoken and written English
 - Strong interpersonal and English communicative skills
 - Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 部门实习生
- 实习时长: 3个月
- 岗位名额: 2人
- 实习要求:
 - 实习生与物流与供应链管理协会合作
 - 学士学位 (已完成/正在进行)
 - 英语口语流利
 - 较强的人际交往和英语沟通能力
 - 熟练使用MS软件 (例如Word, Excel, Power Point)



INTRODUCTION TO INTERNATIONAL ORGANIZATIONS

国际组织介绍

10 Education 教育领域

• ASEAN Academy of Engineering and Technology 东盟工程技术学院

- Kuala Lumpur, Malaysia, Asia / 亚洲, 马来西亚, 吉隆坡
- International non-governmental organization / 非政府间国际组织



INTRODUCTION

ASEAN Academy of Engineering and Technology (AAET) was founded in 2004 and registered with the ASEAN Secretariat as an ASEAN Secretariat-affiliated Civil Society Organization (CSO) in 2007.

AAET's main objective is to contribute combined intellect and experience of its members in academia, government and industry for the economic advancement of the ASEAN region and its people in sustainable manner.

The members of AAET are eminent engineers, technologists and industrialists from the ten ASEAN member states. Currently, the AAET membership constitutes of three (3) Honorary Fellows, twelve (12) Senior Fellows, two hundred seventeen (217) Fellows, fifteen (15) Foreign Fellows and seventy-three (73) Associate Fellows from the 10 ASEAN member states and other regions in the world.

Since its inception, AAET had initiated various programs and activities to increase the awareness on the importance of science, technology and innovation (STI) in the ASEAN region, as well as assisting in promoting the socio-economic development and enhancing the competitiveness of the ASEAN member states.

机构介绍

东盟工程技术学院 (AAET) 成立于2004年, 于2007年在东盟秘书处注册为东盟秘书处下属的民间社会组织。

AAET的主要目标是为东盟地区的国家及其人民以一种可持续发展的姿态贡献来自学术界、政府部门和实业界的综合智慧。

AAET的成员包括来自东盟十个成员国的杰出工程师、技术专家和实业家。目前, AAET成员有来自东盟10个成员国和世界其他地区的3名名誉研究员、12名高级研究员、217名研究员、15名外国研究员和73名副研究员。

自成立以来, AAET发起了各种方案和活动, 以提高对东盟地区科学、技术和创新重要性的认识, 并协助促进东盟成员国的社会经济发展和竞争力的提高。

INTERNSHIP

- Internship title: research assistant
- Duration: 2-3 months
- Number of interns: 8-10

Internship tasks:

- Learn the various processes and links of scientific research work, conduct experiments to obtain data, analyze data and conduct discussions, support the activities of researchers
- A personal mentor will be assigned to the intern and will accompany him/her throughout his/her internship

Requirements:

- Engineering related majors
- Bachelor's degree (completed/ongoing)
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 研究助理
- 实习时长: 2-3个月
- 岗位名额: 8-10人

实习任务:

- 了解科研工作的各个过程和环节, 进行实验并获取数据, 分析数据并进行讨论, 支持科研人员的活动
- 将为实习生指派一名导师, 并在实习生的整个实习期间提供指导

实习要求:

- 工程相关专业
- 学士学位 (已完成/正在进行)
- 英语听说读写流利
- 较强的人际交往和英语沟通能力
- 熟练使用办公软件 (如Word, Excel, Power Point)



• University of the South Pacific 南太平洋大学

- Suva, Fiji, Oceania / 大洋洲, 斐济, 苏瓦
- Inter-governmental organization / 政府间国际组织

INTRODUCTION

The University of the South Pacific, or USP is an intergovernmental organisation and public research university with a number of locations spread throughout a dozen countries in Oceania. It is an international centre for teaching and research on Pacific culture and environment. USP's academic programs are recognised worldwide, attracting students and staff from throughout the Pacific region and internationally.

The University of the South Pacific, as one of two regional universities in the world, is supported by 12 Pacific Island Countries – Cook Islands, Fiji, Kiribati, Marshall Islands, Nauru, Niue, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu and Vanuatu. The University graduated its first cohort of 32 students in 1971 and during the intervening years over 44,000 graduates have successfully completed their studies. Today the university has an enrolment of over 29,000 students studying in all 12 countries and 14 Campuses.

This regional composition of the staff and students, augmented by colleagues and students from outside the Pacific region, gives the university a healthy diversity of nationalities, religions, cultures, ethnic groups and languages. This diversity enriches the educational experience at USP and contributes towards lifelong friendships and connections within the region and internationally.



机构介绍

南太平洋大学(USP)是政府间国际组织,更是一所公共研究型大学,院校分布在大洋洲的十几个国家。它是太平洋文化和环境教学及研究的国际中心,南太平洋大学(USP)的学术项目得到了全世界的认可,吸引了太平洋各个地区的国际学生和教职员工。

南太平洋大学作为世界上两所区域性大学之一,得到了12个太平洋岛国的支持——库克群岛、斐济、基里巴斯、马绍尔群岛、瑙鲁、纽埃、萨摩亚、所罗门群岛、托克劳、汤加、图瓦卢和瓦努阿图。该大学第一批32名学生于1971年毕业,在此期间,44000多名毕业生成功完成了学业。如今该大学的学生已超过29000名,他们来自12个国家,分别在14个校区进行学习。

这种教职工和学生的区域构成,加上来自太平洋区域以外的同事和学生,使该大学拥有民族、宗教、文化、族裔群体和语言的蓬勃多样性。这种多样性丰富了南太平洋大学的教育经验,有助于在该地区和国际间建立永久的友谊和联系。

INTERNSHIP

- **Internship title:** administrative assistant
- **Duration:** 3-9 months
- **Number of interns:** 10

- **Internship tasks:**
Public research, document sorting, data collection, translation, basic website maintenance, project management, etc.

- **Requirements:**
 - Bachelor's degree (completed/ongoing)
 - Fluency in spoken and written English
 - Strong interpersonal and English communicative skills
 - Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- **岗位名称:** 行政助理
- **实习时长:** 3-9个月
- **岗位名额:** 10人
- **实习任务:**
公共研究、文档整理、数据收集、翻译、基础网站维护、项目管理等
- **实习要求:**
 - 学士学位(完成/正在进行)
 - 流利的英语口语和书写能力
 - 良好的人际交往和英语沟通能力
 - 熟练使用办公软件(如Word, Excel, Power Point)



INTRODUCTION TO INTERNATIONAL ORGANIZATIONS

国际组织介绍

1 1 Environment, Energy and Sustainable Development 环境、能源与可持续发展领域

EKOenergy

- Helsinki, Finland, Europe / 欧洲, 芬兰, 赫尔辛基
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

EKOenergy is an international not-for-profit ecolabel for energy (renewable electricity as well as renewable gas, heat and cold). In addition to being renewable, the energy sold with the EKOenergy label fulfils additional sustainability criteria and finances projects that combat energy poverty. This way, the EKOenergy ecolabel brings additionality to renewable energy certificates such as Guarantees of Origin (GOs), RECs and I-RECs.

The world needs to start treating the climate crisis as a crisis. We need to act NOW to drastically reduce our greenhouse gas emissions and to limit global warming to an absolute maximum increase of 1.5 degrees Celsius above pre-industrial levels. This is the only way we can hope to preserve the range of ecosystems and species that make the world such a vibrant place in which to live. Tackling climate change is also crucial in helping eradicate poverty and creating a better world for future generations.

Our vision

A world where energy is generated and consumed sustainably. Where we live with respect for nature and biodiversity, and where the UN Sustainable Development Goals have been achieved.

Our mission

To use our ecolabel as a tool to promote the most sustainable forms of energy and to raise funds for additional climate and biodiversity protection.

Our goals

- Speeding up the transition to 100% renewable energy.
- Increasing knowledge and discourse around renewable energy and biodiversity, amongst the public in general and amongst decision-makers and large corporate consumers in particular
- Developing and promoting the EKOenergy label to encourage the sustainable generation of energy and to help consumers find such energy
- Protecting local ecosystems and restoring river habitats through our Environmental Fund
- Providing access to clean energy and alleviating energy poverty in developing countries through our Climate Fund
- Cooperating and forming partnerships with other environmental NGOs, so that our work complements each other's efforts
- Helping to realise the Sustainable Development Goals

机构介绍

EKO能源是一个国际性非盈利的生态标签（可再生电力以及可再生煤气、热能和冷能）。

除可再生资源外，带有EKO能源标签所出售的能源符合其他可持续发展标准，并为对抗能源短缺项目提供资金。通过这种方式，EKO能源生态标签为可再生资源提供额外的证书，诸如原产地保证(GOs)、RECs和I-RECs。

世界需要用危机意识去处理气候问题。我们需要立即行动，以大幅减少温室气体排放并在工业化前的水平上将全球变暖限制在1.5摄氏度的绝对最高水平。

这是我们希望去保护生态系统和物种范畴的唯一方式，正是这些生态系统和物种使世界成为一个充满活力的生存之地。应对气候变化对于帮助消除贫困和为子孙后代创造更美好世界也至关重要。

愿景

建造一个能源能可持续生产和使用的世界。我们生活在尊重自然和生物多样性的地方，联合国可持续发展目标已经实现。

使命

使用我们的生态标签作为促进最可持续的能源形式并筹集资金用于进一步保护气候和生物多样性的工具。

目标

- 加快向100%可再生能源的转变
- 在公众、尤其是决策者和大型企业消费者中，增加有关可再生能源和生物多样性的知识和讨论
- 发展和促进EKO能源标签以鼓励可持续能源的生产并帮助消费者寻找这类能源
- 通过我们的环境基金会来保护当地的生态系统并恢复河流栖息地
- 通过我们的气候基金会为发展中国家提供清洁能源并减轻能源短缺
- 与其他环保非政府组织建立合作伙伴关系，使我们的工作相互弥补
- 帮助实现可持续发展目标



INTERNSHIP

- Internship title: communication assistant
- Duration: 6-12 months
- Number of interns: 1

Internship tasks:

- Assist our liaison coordinator and strengthen our international team. EKOenergy volunteers and trainees regularly start communication campaigns targeting specific sectors as a team. They also share information in their language to raise awareness regarding the availability of eco-friendly renewable energy, climate change and the importance of amplifying climate action.
- Translation to/from Chinese and English
- Reaching out to relevant stakeholders of the energy market in China, keeping and building contact list
- Creating / helping the preparation of communication materials such as leaflets, infographics, videos and the like for Chinese speaking energy users, in order to inform individuals, companies, civil society organizations, etc

We offer you:

- Work experience in an NGO as part of a multi-cultural team
- Information about international and Chinese renewable energy certification market
- A (limited) possibility to participate to other activities of the Finnish Association for Nature Conservation

Requirements:

- Bachelor's degree (completed/ongoing)
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)
- Interest in climate protection, renewable energy and electricity market
- Previous experience in writing and proofreading in Chinese is an advantage
- Committing to the traineeship for a minimum of 6 months (most of our volunteers stay 10-12 months on average)

实习内容

- 岗位名称: 通信助理
- 实习时长: 6-12个月
- 岗位名额: 1人

实习任务:

- 协助我们的联络协调员并壮大我们的国际团队。EKO能源的志愿者和受训人员会定期针对特定部分以团队形式进行通信活动。他们还用自己的语言分享信息，以提高人们对环保可再生能源的可用性、气候变化以及加强气候行动的重要性的认识。
- 进行中英文的互译
- 联系中国能源市场的利益相关者，保持联系并生成通讯录
- 为中文语言的能源用户制作/协助准备通讯材料，如传单、信息图、视频等，以便向个人、公司、民间社会组织提供信息

我们为你提供:

- 在非政府间组织多文化团队的工作经验
- 关于国际和中国可再生能源证书市场的信息
- 参加芬兰自然保护协会其他活动的可能性(有限)

实习要求:

- 学士学位 (完成/正在进行)
- 流利的英语口语和书写能力
- 良好的人际交往和英语沟通能力
- 熟练使用办公软件 (如Word, Excel, Power Point)
- 热衷于气候保护、可再生能源和电力市场
- 有中文写作和校对经验者优先
- 接受至少6个月的实训时间 (我们的实习生们大部分均停留10-12个月时间)

World Bioenergy Association 世界生物能源协会

- Stockholm, Sweden, Europe / 欧洲, 瑞典, 斯德哥尔摩
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

World Bioenergy Association is a member based Non-Governmental Organization located in Stockholm, Sweden. Established in 2008, WBA is currently one of the largest global network of bioenergy stakeholders. WBA mission is to promote the sustainable development of bioenergy on a global level and to support the business environment for bioenergy. Current members include more than 200 companies, research organizations, national/regional associations and individuals from more than 60 countries representing all continents.

WBA activities include publishing factsheets, statistics reports, country mission reports and an official WBA Bioenergy Magazine. WBA has published factsheets on all important bioenergy issues including carbon neutrality, small scale biomass heating, pellets, liquid biofuels, biogas, biomass supply chains etc. The Annual Statistics Report is an important publication which has the latest information about bioenergy development worldwide with important tables and figures. WBA also provides an opportunity for networking and information exchange for our members via our annual meetings and study tours. Our past events have taken us to Kenya, Turkey, USA, Brazil, China, India, EU etc. and country mission reports are a way of presenting the information about bioenergy technologies, markets and policies around the world.

机构介绍

世界生物能源协会是一个非政府组织，总部设在瑞典的斯德哥尔摩。WBA成立于2008年，目前是全球最大的生物能源利益网络相关方之一。WBA的使命是在全球范围内促进生物能源的可持续发展，并为生物能源的商业环境提供支持。目前的会员包括200多家公司、研究机构、国家或地区协会和来自60多个国家的个人，他们来自于各个大洲。

WBA的活动包括出版实况报道、统计报告、国家任务报告和官方的WBA生物能源杂志。WBA发布了所有重要的生物能源问题的实况报道，包括碳中和、小规模生物质加热、颗粒、液体生物燃料、沼气、生物质供应链等。年度统计报告是一份重要的出版物，它提供了世界范围内生物能源发展的最新信息和重要的图表和数字。WBA也通过年度会议和考察团为会员提供了交流网络和信息的渠道。我们的活动在肯尼亚、土耳其、美国、巴西、中国、印度、欧盟等地举办过，国家任务报告是展示世界各地生物能源技术、市场和政策信息的一种方式。



INTERNSHIP

- Internship title: administrative assistant
- Duration: 3 months
- Number of interns: 1-2
- Internship tasks:
 - Gather and analyze data on bioenergy
 - Coordinate the editing and publication of factsheets
 - Assist in the organization of WBA events
 - Invite and coordinate with member companies, associations and individuals
- Requirements:
 - Preferred qualifications of the interns include:
 - Bachelor's degree (completed/ongoing) in engineering, science or relevant backgrounds
 - Fluency in spoken and written English
 - Strong interpersonal and English communicative skills
 - Project/work experience in relevant fields
 - Proficiency in MS software (e.g. Word, Excel, Power Point)
 - Knowledge of design software (e.g. InDesign) is preferred, but optional
 - It is recommended to have his/her own laptop for use
- Special requirements: bioenergy or renewable energy major

实习内容

- 岗位名称: 行政助理
- 实习时长: 3个月
- 岗位名额: 1-2人
- 实习任务:
 - 收集和分析生物能源数据
 - 协调实况报道的编辑和发表
 - 协助WBA内的组织活动
 - 邀请和联系成员公司、协会和个人
- 实习要求:
 - 优先考虑的实习资历包括:
 - 具有工程、科学或相关教育背景的学士学位 (完成/正在进行)
 - 流利的英语口语和书写能力
 - 良好的人际交往和英语沟通能力
 - 相关领域的项目/工作经验
 - 熟练使用办公软件 (如Word, Excel, Power Point)
 - 有关设计软件的知识 (如InDesign), 有则优先, 非必需
 - 建议使用自带的笔记本电脑
- 特殊要求: 生物能源或可再生能源专业

INTRODUCTION TO
INTERNATIONAL ORGANIZATIONS

国际组织介绍

12 Social Security
社会保障领域

EMERGENCY

- Milan, Italy, Europe / 欧洲, 意大利, 米兰
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

EMERGENCY is an independent and neutral international organisation founded in 1994 to provide free, high-quality medical and surgical care to victims of war, landmines and poverty. EMERGENCY promotes a culture of peace, solidarity and respect for human rights.

Our work is made possible by the contributions of thousands of volunteers and supporters who choose to stand with us.

HOW WE OPERATE

All EMERGENCY facilities are designed, built and run by specialised personnel, who provide training for local staff. We strongly believe that healthcare should be a basic human right; therefore EMERGENCY:

- **Offers completely free-of-charge medical and surgical care**
Guarantees treatment to anyone in need of assistance, with no discrimination on the basis of political, ideological or religious beliefs.
- **Provides high-quality assistance**
Trains local staff thoroughly, with the intent of handing over all facilities to the local health authorities as soon as self-sustainability can be achieved.



机构介绍

EMERGENCY是一个独立和中立的国际组织，成立于1994年，旨在为战争、清除地雷和贫困的受害者提供免费、高质量的医疗和外科护理。EMERGENCY促进和平、团结和尊重人权的文化。我们之所以能够开展工作，是成千上万志愿人员和选择与我们站在一起的支持者的贡献。

我们如何运作

所有EMERGENCY的设施都是由专门的人员设计、建造和运行的，他们为当地员工提供培训。我们坚信，医疗保健应是一项基本人权，因此EMERGENCY:

- **提供完全免费的医疗和外科护理**
保证平等对待需要援助的人，不带有任何政治、思想或宗教信仰的歧视。
- **提供高质量的协助**
对当地工作人员进行全面培训，以便一旦能够实现自我可持续性，就将所有设施移交给地方卫生当局。

INTERNSHIP

- **Internship title:** communication assistant/ fundraising assistant
- **Duration:** 3-6 months
- **Number of interns:** 2-4

Internship tasks:

Internship in EMERGENCY International office- deal with communications and fundraising in the branch offices. As regarding the activities to be held, you could be the following ones:

- Support the Digital Communications and EMERGENCY International departments in the research and development of communication materials for use internationally
- Facilitate and support coordination of communications between the international offices and Milan office
- Pass communication materials and updates on to the international offices
- Provide support for the use of digital communications platforms and instruments
- Manage EMERGENCY's social media presence
- Support the planning, writing, and management of monthly communications plans
- Create and distribute press materials, stories and other online communications
- Update EMERGENCY International's website

Requirements:

- The students' background could be suited towards communications and fundraising, interested in understanding how a non-profit work environment is structured
- Bachelor's degree (completed/ongoing)
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 通信助理/ 筹款助理
- 实习时长: 3-6个月
- 岗位名额: 2-4人

实习任务:

- 在EMERGENCY国际办事处实习，处理各分处的通讯和筹款工作。可能参与以下工作:
- 支持数字通信和EMERGENCY国际部门研究和开发供国际使用的通信材料
- 促进和支持国际办事处和米兰办事处之间的沟通协调
- 向各国际办事处传递通讯材料和最新资讯
- 为数字通信平台和仪器的使用提供支持
- 管理EMERGENCY的社交媒体
- 支持计划、撰写和管理每月的沟通计划
- 创建和分发新闻材料、故事和其他在线传播
- 更新EMERGENCY国际部门的网站

实习要求:

- 适合有通信和筹款背景的学生，并有兴趣了解非营利机构的工作环境是如何构建的
- 学士学位 (已完成/正在进行)
- 流利的英语口语和书写能力
- 良好的人际交往和英语沟通能力
- 熟练使用办公软件 (如Word, Excel, Power Point)



• COFACE Families Europe

- Brussels, Belgium, Europe / 欧洲, 比利时, 布鲁塞尔
- International non-governmental organization / 非政府间国际组织

机构介绍

COFACE Families Europe是代表所有家庭利益的民间社会协会的多元化网络。

COFACE Families Europe在不断变化的社会中促进家庭及其成员的福祉、健康与安全,并成为可信赖的实体,将家庭纳入主流,满足欧盟及其他地区家庭的呼声及需求。COFACE的重点基本上是影响儿童与家庭生活的政策和立法,特别是在社会保护与包容、保障残疾人与受抚养人的权利、预防与消除儿童贫困、和解家庭与工作生活、移徙等领域,全纳教育与幼儿教育及护理、家庭养育支持服务、信息与通信技术、卫生与消费者政策以及其他相关政策领域。

COFACE Families Europe倡导不歧视政策和人与人之间以及家庭形式之间的平等机会,并特别支持旨在增进男女平等的政策,特别侧重工作、照料与家庭生活之间的和谐。

COFACE最初成立于1958年,当时是国际家庭组织联盟的欧洲行动委员会。随着时间的流逝,获得了更多的独立性,并于1979年变成了一个国际性的非营利性自愿组织,名称是欧洲共同体,现在是欧盟的家庭组织联合会。2016年6月,大会商定了一个新名称:COFACE Families Europe。

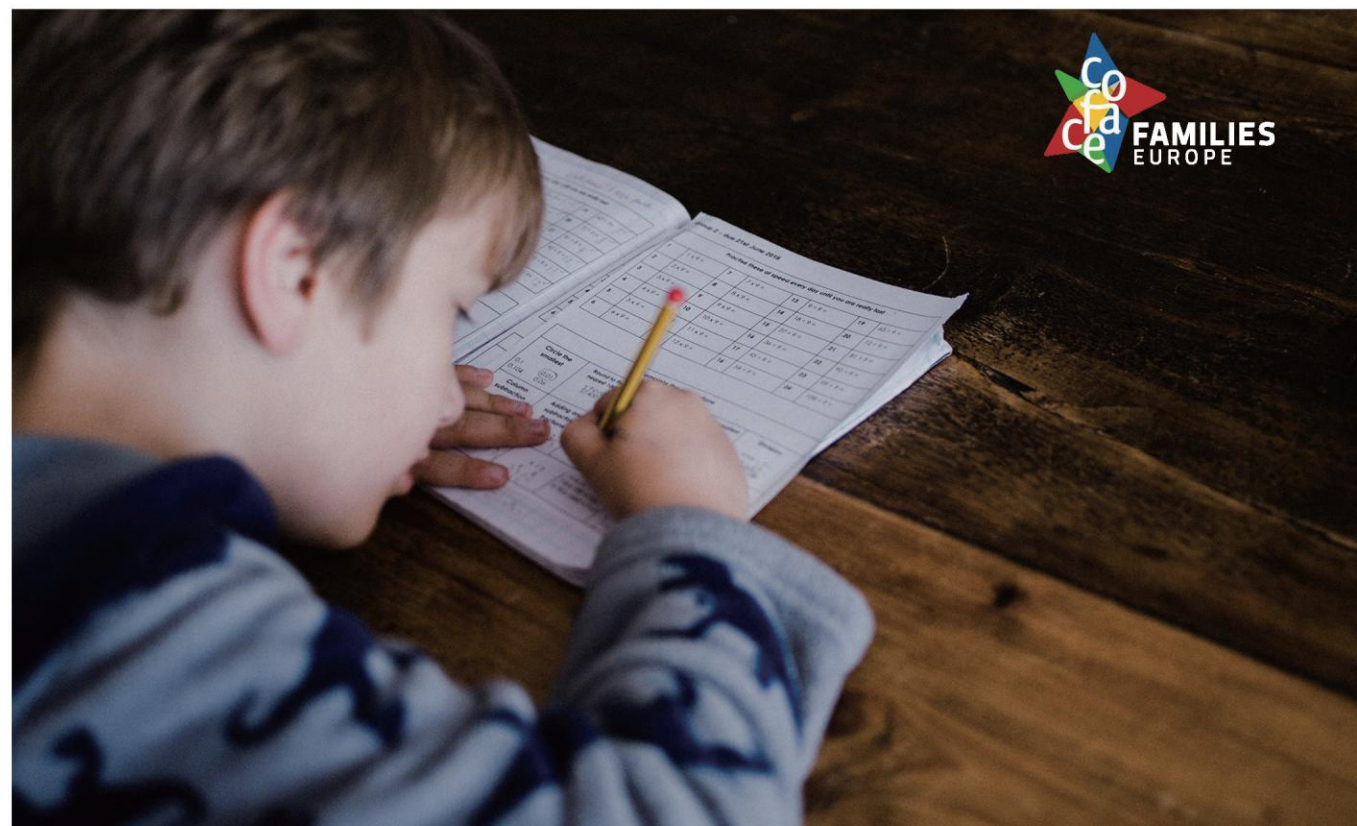
INTRODUCTION

COFACE Families Europe is a pluralistic network of civil society associations representing the interests of all families.

COFACE Families Europe promotes the well-being, health and security of families and their members in a changing society and serve as a trusted entity for family mainstreaming and for the voice/needs of families in the EU and beyond. COFACE's focus is essentially on policies and legislation that impact the lives of children and families, in particular in the fields of social protection and inclusion, safeguarding the rights of disabled and dependent persons, prevention and fighting child poverty, reconciling family and work life, migration, inclusive education and early childhood education and care, parenting support services to families, information and communications technologies, health and consumer policies and other relevant policy areas.

COFACE Families Europe advocates for policies of non-discrimination and equal opportunities between persons and between family forms, and specifically supports policies aimed at increasing equality between women and men, with a special focus on reconciliation between work, care and family life.

COFACE was originally founded in 1958 as the European Action Committee of the International Union of Family Organizations. Over time, it gained more independence, and in 1979 turned itself into an international not-for-profit voluntary organization with the name Confederation of Family Organisations in the European Community, and now the European Union. In June 2016, the General Assembly agreed on a new name: COFACE Families Europe.



INTERNSHIP

- Internship title: communication assistant
- Duration: 3 months
- Number of interns: 2

Internship tasks:

- supporting communications (social media, research online, helping us to innovate)
- supporting building links with family organisations in China and other neighbouring countries
- supporting policy work on disability and social inclusion by attending some meetings in the EU institutions
- supporting futureproofing (climate thinking, making our work fully accessible, etc.)

Requirements:

- Bachelor's degree (completed/ongoing)
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 交流助理
- 实习时长: 3个月
- 岗位名额: 2人

实习任务:

- 支持交流(社交媒体、线上研究、帮助我们创新)
- 与中国及其他邻国的家庭组织建立联系
- 通过参加欧盟机构的一些会议来支持有关残疾和社会融合的政策工作
- 支持未来发展(气候思考,使我们的工作完全适用等)

实习要求:

- 学士学位(已完成/正在进行)
- 英语口语流利
- 较强的人际交往和英语沟通能力
- 熟练使用MS软件(例如Word, Excel, Power Point)

INTRODUCTION TO
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13 Hygiene & Health
卫生与健康领域

International Society of Paediatric Oncology 国际儿科肿瘤学会

- Steinhausen, Switzerland, Europe / 欧洲, 瑞士, 施泰因豪森
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

The Société Internationale d'Oncologie Pédiatrique/International Society of Paediatric Oncology (SIOP) was formed on November 6, 1969, as a small group of specialists at the Institut Gustave-Roussy (IGR) in Villejuif, Paris, who's mission it was to advance the study and care of children with cancer, a basic mission that continues to this day.

These aims have expanded to embrace the advancement of basic research as well as clinical studies, the inclusion of nurses, other health professionals and parents, and the organization of teaching and outreach programs to better the lot of children in underdeveloped nations and societies.

By today, SIOP has transformed itself into a truly global, multifaceted organization and is the only global multidisciplinary society entirely devoted to paediatric and adolescent cancer. The society has over 1,800 members worldwide including doctors, nurses, other health-care professionals, scientists and researchers. Our members are dedicated to increasing knowledge about all aspects of childhood cancer.



机构介绍

国际儿科学会/国际儿科肿瘤学会 (SIOP) 于 1969 年 11 月 6 日成立, 是由位于巴黎维勒瑞夫的古斯塔夫鲁西研究所 (IGR) 的一小部分专家组成的, 其宗旨是推进癌症儿童的研究和护理, 这一基本任务一直持续到今天。

这些目标已扩展到促进基础研究和临床研究的进步, 护士、其他卫生专业人员和父母的加入, 以及组织教学和外展计划, 以改善欠发达国家和社会中儿童的命运。

到今天, SIOP 已成为一个真正多层面的国际性组织, 并且是唯一一个完全致力于儿童和青少年癌症的全球性多学科协会。该协会在全球拥有 1800 多名成员, 包括医生、护士、其他医护人员、科学家和研究人员, 共同致力于拓展有关儿童癌症各个方面的知识。

INTERNSHIP

- Internship title: Business development assistant
- Duration: 6 months
- Number of interns: 1

Internship tasks:

- Marketing and Social media related internship
- Expand the Chinese membership and provide information and convenience to members
- Send emails, organize materials, rewrite and translate online content

Requirements:

- Part-time remote internship, about 10 hours per week
- Bachelor's degree (completed/ongoing)
- Excellent English language writing and communication skills
- Good document handling ability and good command of email
- Need critical thinking and strategic thinking. Can work initiative
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 业务发展助理
- 实习时长: 6个月
- 岗位名额: 1人

实习任务:

- 市场营销及社交媒体相关实习
- 扩大中国会员, 为会员提供信息和便利
- 发送电子邮件、整理材料、重写和翻译在线内容

实习要求:

- 兼职实习, 每周大约10小时
- 学士学位 (已完成/正在进行)
- 优秀的英语写作和沟通能力
- 良好的文件处理能力和邮件处理能力
- 需要批判性思维和战略性思维, 有工作主动性
- 熟练使用办公软件 (如Word, Excel, Power Point)



• European Health Management Association 欧洲健康管理协会

- Brussels, Belgium, Europe / 欧洲, 比利时, 布鲁塞尔
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

Active since 1982, the European Health Management Association (EHMA) is a non-profit membership organisation open to all those committed to improving health and healthcare. Our focus is on health management capacity and capabilities and on supporting the successful implementation of health policy and practice, so as to make a real difference to the lives of Europe's 500 million citizens.

EHMA is the only membership organization in Europe to bring together health managers, health professionals, policy makers, researchers and educators. EHMA provides an environment where evidence, challenge and experience are valued and complex debates on current topics take place. With a secretariat located in the heart of Europe, EHMA maximizes its impact by placing its membership of over 100 members in 30 countries at the heart of all that it does.

机构介绍

欧洲健康管理协会(EHMA)自1982年成立,作为一个非营利性会员组织,向所有致力于改善健康和保健状况的人员开放。我们着眼于卫生管理的单一能力和多种能力,以及支持卫生政策和措施的成功实施,以真正改变欧洲5亿公民的生活。

EHMA是欧洲唯一的会员组织,汇集了卫生管理人员、卫生专业人员、政策制定者、研究人员和教育工作者。EHMA提供了一个重视证据、挑战和经验的环境,并对当前话题进行复杂的辩论。秘书处位于欧洲中心, EHMA将其在30个国家的100多个成员国置于其工作的核心地位,以发挥其最大的影响力。



INTERNSHIP

- **Internship title:** administrative assistant
- **Duration:** 3-6 months
- **Number of interns:** 2-3
- **Internship tasks:**
 - Support with general activities:
 - Provide administrative support for the team, such as copying, data entry, filing, answering phone calls, drafting and preparing official documents
 - Provide support at the events and conferences
 - Responsible for the communication, liaison, planning and organizing of activities
- **Requirements:**
 - Open to both undergraduate and graduate students, but prefer graduate students. Students with Medical background will have the opportunity to be research assistant
 - Fluency in spoken and written English
 - Strong interpersonal and English communicative skills
 - Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- **岗位名称:** 行政助理
- **实习时长:** 3-6个月
- **岗位名额:** 2-3人
- **实习任务:**
 - 协助一般活动:
 - 为团队提供行政方面的支持,如复印、数据录入、归档、接听电话、起草与准备公文等
 - 在活动和会议中提供支持帮助
 - 负责沟通、联络、策划和组织活动
- **实习要求:**
 - 本科生和研究生均可,但研究生更佳,具有医学背景的学生将有机会成为研究助理
 - 流利的英语口语和书写能力
 - 良好的人际交往和英语沟通能力
 - 熟练使用办公软件(如Word, Excel, Power Point)



INTRODUCTION TO
INTERNATIONAL ORGANIZATIONS

国际组织介绍

14 Agriculture
农业领域

• International Rice Research Institute 国际水稻研究所

- Manila, Philippines, Asia / 亚洲, 菲律宾, 马尼拉
- Inter-governmental organization / 政府间国际组织

INTRODUCTION

The International Rice Research Institute (IRRI) is the world's premier research organization dedicated to reducing poverty and hunger through rice science. IRRI is an independent, nonprofit, research and educational institute, founded in 1960 by the Ford and Rockefeller foundations with support from the Philippine government. The institute, headquartered in Los Baños, Philippines, has offices in 17 rice-growing countries in Asia and Africa, and more than 1,000 staff.

Working with in-country partners, IRRI develops advanced rice varieties that yield more grain and better withstand pests and disease as well as flooding, drought, and other harmful effects of climate change. More than half of the rice area in Asia is planted to IRRI-bred varieties or their progenies. The institute develops new and improved methods and technologies that enable farmers to manage their farms profitably and sustainably, and recommends rice varieties and agricultural practices suitable to particular farm conditions as well as consumer preferences. IRRI assists national agricultural research and extension systems in formulating and implementing country rice sector strategies.

Mission

- Improve the health and welfare of rice farmers and consumers
- Promote environmental sustainability in a world challenged by climate change
- Support the empowerment of women and the youth in the rice industry

机构介绍

国际水稻研究所 (IRRI) 是世界上致力于通过水稻科学减少贫困和饥饿的主要研究组织。IRRI 是独立的非营利性研究与教育机构, 由福特和洛克菲勒基金会于1960年在菲律宾政府的支持下成立。研究所总部设在菲律宾的洛斯巴尼奥斯, 在亚洲和非洲的17个水稻种植国家设有办事处, 拥有1000多名员工。

IRRI与国内合作伙伴合作开发了先进的水稻品种, 可生产更多的谷物, 并更好地抵御病虫害以及洪水、干旱和其他气候变化的有害影响。亚洲一半以上的稻米地区种植了IRRI育种。IRRI开发了新的和改进的方法和技术, 使农民能够以有利可图和可持续的方式管理自己的农场, 并根据特定的农场条件和消费者的喜好推荐水稻品种和农业实践。IRRI协助国家农业研究和推广系统制定和实施国家稻米部门战略。

使命

- 改善稻农和消费者的健康和福利
- 在面临气候变化挑战的世界中促进环境可持续性
- 支持赋予妇女和青年在稻米行业的权力



INTERNSHIP

- **Internship title:** research assistant
- **Duration:** 1-12 months, but prefer 3 months
- **Number of interns:** unlimited

Internship tasks:

- Research Data Management
- Research Proposal Writing
- Results-Based Monitoring, Evaluation and Learning
- Experimental Design and Data Analysis
- Design and Analysis of Breeding Trials
- Statistical Design and Analysis of Agricultural Experiments
- Statistical Design and Analysis for Plant Breeding

Requirements:

- Agricultural related majors, open to both undergraduate and graduate students
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称: 研究助理
- 实习时长: 1-12个月, 最好3个月
- 岗位名额: 不限

实习任务:

- 研究数据管理
- 研究计划制定
- 基于成果的监测、评价和学习
- 实验设计与数据分析
- 育种试验的设计和分析
- 农业试验统计设计与分析
- 植物育种统计设计与分析

实习要求:

- 农业相关专业的本科和研究生
- 流利的英语口语和书写能力
- 良好的人际关系和英语沟通能力
- 熟练使用办公软件(如Word, Excel, Power point)

• Rikolto 里科托农业组织

- Leuven, Belgium, Europe / 欧洲, 比利时, 鲁汶
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

Rikolto is an international non-governmental organization that supports farming families and their organizations worldwide to work their way out of poverty while securing the future of our food. They are active in Latin America, Africa, Asia and Belgium.

To change the recipe of our food system forever

Rikolto builds bridges of trust and trade, between the food industry, governments, research institutions, banks and farmer organisations around this one central question: 'What will we eat tomorrow?'. We plant and harvest new solutions, making the food system more transparent, so consumers are able to make a sustainable choice.

What commodities do we focus on?

Rikolto decided to concentrate on only a few commodities: coffee, cocoa, rice and fresh fruit & vegetables. Our main area of expertise lies in methodologies and approaches to strengthen farmers' organisations as businesses and support them in building long-term relationships with other stakeholders inside and outside value chains. Yet these methodologies and approaches often have specific and different characteristics for each commodity, depending on the specifics of the market systems (stock markets, market players, etc.), production systems and policy environments for these commodities. If we want to remain relevant for farmer's organisations and private actors, we need to develop our expertise in the specific context of the commodities to enhance learning between regions so as to have impact at local and international level.

机构介绍

里科托是一个国际性的非政府组织，为世界各地的农业家庭及其组织提供支持，帮助他们摆脱贫困，同时确保人类未来的粮食。该组织活跃于拉丁美洲、非洲、亚洲和比利时。

始终致力于改变食物系统的配方

里科托围绕核心问题：“明天我们要吃什么？”，在食品行业、政府、研究机构、银行和农民组织之间架起了信任与贸易的桥梁。里科托对食品体系进行研究创新，使其更加透明，令消费者能够做出可持续的选择。

我们关注什么商品？

Rikolto只专注于几种特定商品：咖啡、可可、大米以及新鲜的水果和蔬菜。我们的主要领域是加强农民组织业务发展的方法，并支持他们与价值链内外的其他利益相关者建立长期关系。然而，每种商品通常具有特定和不同的特征，这取决于商品的市场系统（股票市场、市场参与者等）、生产系统和政策环境。如果我们想与农民组织和私人行为者保持联系，就需要在特定商品背景下发展专业知识，以增强地区之间的学习，从而在本地和国际层面产生影响。



INTERNSHIP

- Internship title: department assistant
- Duration: 3 months
- Number of interns: 1

Internship tasks:

A multitude of internship opportunities ranging from communication activities, HR, finance, business development, agricultural actors around food chain development and inclusive business

Requirements:

- Senior or undergraduate or graduate student
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 岗位名称：部门助理
- 实习时长：3个月
- 岗位名额：1人
- 实习任务：丰富的实习机会，包括沟通活动、人力资源、财务、业务发展、围绕食品链发展的农业参与者和包容性业务
- 实习要求：
 - 本科生或研究生
 - 英语口语流利
 - 较强的人际交往和英语沟通能力
 - 熟练使用MS软件（例如Word, Excel, Power Point）



INTRODUCTION TO
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国际组织介绍

15 Culture & Art
文化与艺术领域

• Pacific Asia Travel Association 亚太旅游协会

- Bangkok, Thailand, Asia / 亚洲, 泰国, 曼谷
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

Founded in 1951, the Pacific Asia Travel Association (PATA) is a not-for profit association that is internationally acclaimed for acting as a catalyst for the responsible development of travel and tourism to, from and within the Asia Pacific region. The Association provides aligned advocacy, insightful research and innovative events to its member organisations, comprising 95 government, state and city tourism bodies, 25 international airlines and airports, 108 hospitality organisations, 72 educational institutions, and hundreds of travel industry companies in Asia Pacific and beyond. Thousands of travel professionals belong to the 36 local PATA chapters worldwide. The chapters organise travel industry training and business development events. Their grassroots activism underpins PATA's membership in Uniting Travel, a coalition of the world's major Travel & Tourism organisations dedicated to ensuring that the sector speaks with one voice and acts in unison on the major issues and includes ACI, CLIA, IATA, ICAO, WEF, UNWTO and the WTTC.

机构介绍

亚太旅游协会 (PATA) 成立于1951年, 是一个非营利协会, 在促进往返于亚太地区以及在亚太地区之内的旅行和旅游业的发展方面拥有国际声誉。该协会向其成员组织 (包括95个政府、州和城市旅游机构, 25个国际航空公司和机场、108个招待组织、72个教育机构以及亚太地区数和全球数百家旅游行业公司) 提供一致的倡导, 深刻的研究和创新活动。亚太旅游协会在全球共有36个分会, 拥有数以千计的旅游专业人士。各分会举办旅游业培训及业务发展活动。PATA的草根行动主义巩固了其在联合旅行社 (United Travel) 的成员地位, 联合旅行社是世界主要旅行和旅游组织的联盟, 致力于确保该部门在主要问题上保持一致发言并采取一致行动, 包括ACI、CLIA、IATA、ICAO、WEF、UNWTO和WTTC。



INTERNSHIP

- Duration: 3 months
- Number of interns: unlimited

Sustainability & Social Responsibility (SSR) Department

- Internship title: SSR intern
- Internship tasks:
 - You will have weekly responsibilities along with several workshops and events to attend. We highly encourage you to learn as much as you can about the trends, issues and key stakeholders of sustainable tourism in the Pacific-Asia region. Although you will be primarily working with the PATA Director of SSR, you can be of assistance to staff members in other departments such Events, Membership, SIC and Admin, if and when required.
- Requirements:
 - You have completed your Bachelor's Degree and ideally doing your Masters
 - You have an understanding of tourism trends for sustainability, conservation, and corporate social responsibility
 - You have strong interpersonal and English communicative skills.
 - You have strong professional written English skills, to create and edit newsletter articles and reports
 - You are a self-motivated and mature person, with a highly collaborative mindset
 - You enjoy working people from different cultures
 - You have a strong desire to help others
 - You have a passion for travel and tourism
 - You are growth and results oriented

Membership Department

- Internship title: membership intern
- Internship tasks:
 - Supporting the team with membership recruitment and via email correspondence to members and prospects
 - Learning how to use a Customer Management System and thus keep the membership database up to date when handling new members and terminated members
 - Support the team with administrative tasks such as issuing invoices, receipts and certificates
 - Publishing member news on the PATA website and social media channels
 - Creating Membership marketing materials
 - Contacting members for information
 - PATA Membership team runs 2 webinars: PATA Spotlight and PATA 101. You will be required to help the team administrative prepare for the upcoming online events, support during execution and assist in any post-event tasks as required
 - Occasionally, PATA interns will be invited to attend events, seminars, trainings and meetings with members
- Requirements:
 - In the lead up to any event, interns are required to help the team in preparation
 - During the event, interns are required to help the team with the execution of the event

Marketing Department

- Internship title: marketing intern
- Internship tasks:
 - Managing and updating content for PATA's digital platforms including the PATA Events mobile app, YouTube, Flickr, website, social media pages, the PATA blog
 - Provide administrative support for the team (for example: creating HTML files for eDMs)
 - During events, Assist in real-time social media coverage of the event. Provide support at the event in terms of photography, videography and digital media management
- Requirements:
 - Candidates are required to have a high command of the English Language
 - Candidates who enjoy creating content for digital platforms are preferred

PATA Youth Department

- Internship title: youth intern
- Internship tasks:
 - YTP Membership registration (Screening applicants) and managing a database on Growthzone (our CMS)
 - Brainstorm, design and execute online events together with YTP Ambassador Adapt programs to COVID-19 global situation for an online, international community
 - Assist with organizing online events
 - Assist with research/surveys of international community: e.g. creating survey monkey forms, analyzing data
 - Assist with administrative tasks or inter-departmental projects when needed
- Requirements:
 - Familiar with google suite tools (google sheets, google docs, google drive, google hangouts) and Microsoft Excel.
 - YTP monthly newsletters: curating/selecting news articles for YTP audience, drafting, final edit by ale
 - YTP FB page: maintain 3 posts per week, content to be vetted by ale at start of each week
 - Excellent English language writing and communication skills. able to tailor content to a target audience

实习内容

- 实习时长: 3个月
- 岗位名额: 不限人数

可持续和社会责任部

- 岗位名称: 可持续和社会责任部实习生
- 实习任务:
 - 每周的职责是参加一些研讨会和活动。我们强烈建议您尽可能多地了解亚太地区可持续旅游业的趋势、问题以及主要利益相关者。尽管您将主要在PATA的SSR部门工作, 但是如果需要, 可以为其他部门工作人员提供帮助, 如大型活动部、会员部、战略情报中心和行政部。
- 实习要求:
 - 学士学位, 理想情况下还在攻读硕士学位
 - 了解旅游业的可持续发展趋势、保护和企业社会责任

- 善于处理人际关系和具备良好的英语沟通能力
- 英语写作能力专业性强, 可以创建和编辑时事通讯文章和报告
- 自我激励且成熟, 合作意识强烈
- 热爱与来自不同文化背景的人一起工作
- 乐于助人
- 热爱旅游
- 注重成长和结果

会员部

- 岗位名称: 会员部实习生
- 实习任务:
 - 支持团队的会员招募, 通过邮件与会员及潜在会员保持通信
 - 学习使用客户管理系统, 进行新会员和终止会员的数据统计, 保持会员数据库的更新
 - 支持团队执行管理任务, 例如开具发票、收据和证明文件
 - 在PATA网站和社交媒体渠道上发布会员新闻
 - 筹划会员营销材料
 - 联系会员以获取信息
 - PATA会员资格小组运行2个网络研讨会: PATA Spotlight和PATA 101。你需要帮助团队管理人员为即将开展的线上活动做准备, 在执行过程中提供支持, 并根据需求协助完成活动后的任务
 - 有时, PATA实习生将被邀请参加活动、研讨会、培训和与会员会面
- 实习要求:
 - 在进行任何活动之前, 实习生都需要帮助团队进行准备
 - 在活动期间, 实习生需要帮助团队执行活动

市场部

- 岗位名称: 市场部实习生
- 实习任务:
 - 管理和更新PATA数字平台的内容, 包括PATA大型活动移动应用程序、YouTube、Flickr、网站、社交媒体页面、PATA博客
 - 为团队提供管理支持 (例如: 为eDMs项目创建HTML文件)
 - 活动期间, 协助对该事件进行实时社交媒体报道并提供拍摄、录像与数字媒体管理上的支持
- 实习要求:
 - 实习生需精通英语
 - 热衷于为数字平台创建内容的学生是首选

青年部

- 岗位名称: 青年部实习生
- 实习任务:
 - YTP会员注册 (筛选申请人) 并管理数据库Growthzone
 - 与YTP大使一起集思广益, 设计和执行线上活动。使项目适应全球新冠疫情形势, 以实现国际化社区
 - 协助组织线上活动
 - 协助国际社会的研究和调查: 例如创建调查猴表格 (Survey Monkey 在线问卷调查公司), 分析数据
 - 必要时协助执行任务或管理跨部门项目
- 实习要求:
 - 熟悉Google套件工具 (Google表格、Google文档、Google云端硬盘、google环聊) 和Microsoft Excel
 - YTP月刊: 为YTP受众策划和挑选新闻文章, 起草文案, 最终由ale编辑
 - YTP脸书页面: 每周维护3个帖子, 内容在每周发布前由ale审核
 - 优秀的英语写作和沟通能力, 能够调整内容以满足目标受众

International Dance Council

国际舞蹈委员会

- Paris, France; Athens, Greece, Europe / 欧洲, 希腊, 雅典; 法国, 巴黎
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

CID is a non-governmental organization founded in 1973 in Paris, where it is based. Its members are the most prominent federations, associations, schools, companies and individuals in over 170 countries. CID is official partner of UNESCO, the United Nations Educational, Scientific and Cultural Organization.

Main characteristics

- CID as an umbrella organization evolves on a different level from its members. It is not connected to any particular dance school, company, federation or other institution.
- CID does not organize festivals, workshops, competitions or other events – its Sections and its members do.
- Being strictly non-commercial it sells no products or services; its only resource is membership fees. It is independent of any government, political ideology or economic interest.
- CID treats all forms of dance on an equal basis. It does not promote a particular view of dance, recognizing its universal character as an art form, as a means of education and as a research subject.
- It is non-discriminatory. Reflecting the principles of the United Nations and UNESCO it is open to all approaches to dance without prejudice for race, gender, religion, political affiliation or social status.
- CID is governed democratically – its leadership is elected every four years. Elected officers receive no emolument.
- Membership increases constantly; it includes more than 2,000 institutional members (federations, schools, companies, competitions, festivals etc.) and over 10,000 individual members (choreographers, educators, dance historians, administrators, critics and others) in 170 countries.
- It is open to membership, accepting organizations, institutions or persons with sufficient credentials.



机构介绍

国际舞蹈协会 (CID) 是非政府组织, 成立于1973年, 总部设在法国巴黎。CID与国家及地方政府、国际组织和机构合作。其成员是来自170多个国家中最著名的联合会、协会、学校、公司和个人。CID是教科文组织、联合国教育、科学及文化组织的正式伙伴。

主要特点

- CID作为总组织, 成员具有不同层次的水平, 其与任何特定的舞蹈学校、公司、联合会或其他机构没有关系
- CID不同于其部门和成员, 不组织节日、研讨会、比赛或其他活动
- 由于严格的非商业性, 不销售任何产品或服务; 唯一的资源是会员费用。独立于任何政府、政治意识形态或经济利益之外
- CID平等对待所有形式的舞蹈。不提倡特定的舞蹈观, 认为舞蹈是一种艺术形式、教育手段和研究课题
- CID遵循无差别待遇原则。根据联合国和教科文组织的原则, 在不涉及损害种族、性别、宗教、政治派别或社会的情况下, 舞蹈都是开放式的
- CID实行民主管理——其领导阶层每四年选举一次。当选的官员没有薪酬
- 成员数量在不断增加, 在170个国家中, 包括2000多名机构成员 (主要来自联合会、学校、公司、竞赛、节日活动) 以及超过10,000名成员 (包括编舞者、教育工作者、舞蹈学家、行政人员、评委和其他人)
- 向会员开放, 接受具有足够资格的组织、机构或个人



INTERNSHIP

- Internship title: administrative assistant; event assistant
- Duration: 3 months
- Number of interns: unlimited

Internship tasks:

- The International Dance Council CID accepts continuously trainees/interns in international relations, cultural management, arts administration, general management, communication
- Trainees have the opportunity to learn international relations by contacting CID members around the globe, by phone, by email or face-to-face. They will learn about managing two large productive institutions in the arts while working alongside highly experienced staff
- The list of our activities is long and varied – visit the two websites for details – including performances, classes, workshops, lectures, field trips, international congresses, festivals, exhibitions, research, publications, archives, website design and maintenance

Requirements:

- They must have a working knowledge of English or French; other languages are a plus, especially non-European languages
- Trainees must be productive 8 hours a day, 5 days a week. They must also be present at cultural events taking place outside office hours, to provide assistance in organizing
- Trainees assist professional staff at performances, classes, lectures, festivals, exhibitions, international congresses etc
- Apply sending a detailed CV (resume, bio, profile) detailing studies, experience, preferred type of work, photo etc. Once the certificate by the Theater
- Trainees join the International Dance Council CID as student members; they receive a certificate of training by CID additionally to the certificate by the Theater

实习内容

- 岗位名称: 行政助理; 活动助理
- 实习时长: 3个月
- 岗位名额: 不限

实习任务:

- CID接收国际关系、文化管理、艺术管理、行政管理以及交流方面的实习生
- 实习生有机会通过电话、电子邮件或面对面的方式与全球的CID成员联系, 学习国际关系。与经验丰富的工作人员合作的同时, 还将学习两家富有成效的大型艺术机构的管理
- 机构活动包括表演、课程、讲习班、讲座、实地考察、国际会议、节日、展览、研究、出版物、档案、网站设计和维护等

实习要求:

- 必须具备英语或法语的工作知识, 其他语言为佳, 尤其是非欧洲语言
- 每周工作5天, 每天8个小时, 还须出席在办公时间以外举行的文化活动, 以协助组织工作
- 需要在表演、课堂、讲座、节日、展览、国际会议等方面协助专业工作人员
- 申请时需要发送详细的简历, 说明学习经历、工作经历、喜欢的工作类型、照片等方面的内容, 被选中的学生, 需要提供保险证明。
- 实习生以学生身份加入CID, 除剧院颁发的证书, 还会获得CID提供的培训证书



INTRODUCTION TO
INTERNATIONAL ORGANIZATIONS

国际组织介绍

16 Peace & Security
和平与安全领域

• European Centre for Peace and Development 欧洲和平与发展中心

- Belgrade, Serbia, Europe / 欧洲, 塞尔维亚, 贝尔格莱德
- International non-governmental organization / 非政府间国际组织

INTRODUCTION

The accomplishments of the European Center for Peace and Development (ECPD) during its 25 years of activity - and its plans for the coming period - reflect its intellectual mission as set out in the founding acts of the ECPD. Its mission has remained unchanged: to contribute to peace and development in Europe as the area of the ECPD's activities, and to international cooperation in the transfer of knowledge, by organizing international postgraduate studies (at the specialist, master's and doctoral levels) and postgraduate professional training and specialization (postgraduate schools, specialist seminars, instructive and other courses) and research in the relevant scientific fields. The ECPD's guiding principle has always been: through peace to development, through development to peace.

The European Center for Peace and Development has chosen an interdisciplinary approach by implementing the following seven, closely inter-connected and inter-linked programs:

- Development of human resources
- Economic development
- Development of natural resources
- Scientific and technological development
- Sustainable development
- Cultural development
- Management

机构介绍

欧洲和平与发展中心(ECPD)在其25年的活动中所取得的成就及其下一阶段的计划,反映了其在ECPD创建法案中规定的知识使命。它的使命保持不变:通过ECPD的一系列活动为欧洲的和平与发展作贡献;为国际合作之间的知识交流做贡献;开展形式是组织国际研究生研究(专家、硕士和博士水平)和研究生专业培训以及专业化(研究生学校、专业研讨会、启发性和其他课程)和在相关科学领域的研究。ECPD的指导原则始终是:通过和平促进发展,通过发展促进和平。

欧洲和平与发展中心选择了一种跨学科的方式,实施了以下七个紧密相连的项目:

- 人力资源开发
- 自然资源开发
- 经济发展
- 科技发展
- 可持续发展
- 文化发展
- 管理

INTERNSHIP

- Internship title: administrative assistant
- Duration: 3 months
- Number of interns: 4-10

Requirements:

- Bachelor's degree (completed/ongoing)
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 实习岗位: 行政助理
- 实习时长: 3个月
- 岗位名额: 4-10人
- 实习要求:
- 学士学位(完成/正在进行)
- 流利的口语和书面英语
- 良好的人际关系和英语交际能力
- 精通办公软件(如: Word, Excel, Power Point)



• Centre for Peace and Conflict Studies 和平与冲突研究中心

- Battambang, Cambodia, Asia / 亚洲, 柬埔寨, 马德望
- International non-governmental organization / 非政府间国际组织



INTRODUCTION

Founded in 2008, CPCS is a Cambodia-based non-governmental organisation (NGO), working in the field of peacebuilding and conflict transformation in Asia. Our aim is to strengthen strategic intervention into armed conflict with the overall goal of reaching sustainable and positive peace in the Asia region.

Given Cambodia's experience of passing from carpet bombing to genocide, to civil war, to peace process, rehabilitation and now relative peace, CPCS considers the country as a vital and critical basis for regional learning.

While CPCS does not undertake peacebuilding initiatives in Cambodia, we utilise the country's rich post-war history and reconciliation efforts as a learning base for other contexts, as well as provide support to other Cambodian organisations focused on local peacebuilding initiatives. The centre is home to a range of interconnected programmes and initiatives that are based on robust analyses and guided by CPCS' theory of change.

机构介绍

CPCS成立于2008年,总部位于柬埔寨,是一个非政府间国际组织(NGO),致力于亚洲的和平建设和冲突转型。其目标是加强对武装冲突的战略干预,总目标是在亚洲地区实现可持续和平。鉴于柬埔寨从地毯式轰炸过渡到种族灭绝、内战、和平进程、重建和现在相对和平的经验,CPCS认为该国是区域学习的重要和关键基础。虽然CPCS没有在柬埔寨开展建设和平倡议,但利用该国丰富的战后历史和和解经验作为研究其他背景的基础,并为关注当地建设和平倡议的其他柬埔寨组织提供支持。该中心是一系列相互关联的方案和倡议的大本营,这些方案和倡议是建立在强有力的分析基础上的,并以CPCS的变革理论为指导。

INTERNSHIP

- Internship title: program coordinator
- Duration: 9 months (at least 6 months)
- Number of interns: 2-3

Internship tasks:

- Internship is largely on peace, managing conflicts, international relations, including translation into Chinese, analysing various conflicts through Chinese literature and media, supporting various teams in the implementation of their work, work on issues related to peace and conflict and some community-based work
- The interns should expect to be very much ground in the everyday life of Cambodia while working on regional issues
- Interns would be based at Centre for Peace and Conflict Studies office in Battambang, North Western Cambodia

Requirements:

- Bachelor's degree (completed/ongoing)
- Fluency in spoken and written English
- Strong interpersonal and English communicative skills
- Proficiency in MS software (e.g. Word, Excel, Power Point)

实习内容

- 实习岗位: 项目协调员
- 实习时长: 9个月 (至少6个月)
- 岗位名额: 2-3人

实习任务:

- 实习主要涉及和平、处理冲突、国际关系,包括翻译外语成中文、通过中文文学和媒体分析各种冲突、支持各小组执行工作、处理与和平和冲突有关的问题及一些社区工作
- 实习生应期望在处理区域问题的同时在柬埔寨的日常生活中发挥很大的作用
- 实习生的工作地点在柬埔寨西北部马德望的和平与冲突研究中心办公室

实习要求:

- 学士学位(完成/正在进行)
- 流利的英语口语和书写能力
- 良好的人际关系和英语沟通能力
- 熟练使用办公软件(如Word, Excel, Power point)

17 INTERNATIONAL ORGANIZATION INTERNSHIP DATABASE

GCA国际组织实习数据库

On August 31, 2020, the international organization internship database on track. The international organizations in the database are all GCA-oriented channels. The internship positions are rich and diverse. The internship resources of international organizations continue to be dynamically updated, providing a one-stop shop for teachers and students Information retrieval and support services.

Log in to the GCA official website www.gcago.com, select International Organization in the navigation bar, enter the international organization database page, and select the corresponding filter criteria according to your own situation and interest level, and you can browse the international organization information under the corresponding category.

At the same time, welcome to follow the GCA official account GCAgo, "IO Internship" section, to get the latest international organization internship information.

2020年8月31日，国际组织实习数据库正式上线运营，数据库内国际组织均为GCA定向渠道，实习岗位丰富多样，国际组织实习资源持续动态更新，为广大师生提供一站式信息检索和支持服务。

登陆GCA官网www.gcago.com，导航栏选择 International Organization，进入国际组织数据库页面，根据自身情况及兴趣程度，选择相应筛选条件，即可浏览相应分类下的国际组织信息。

同时，欢迎关注GCA官方公众号GCAgo的“IO数据库”版块，获取最新国际组织实习讯息。

GCA International Organization Internship Database

Condition: Search













Chosen:

Field: Politics Economics Trade Peace&Security Education EESD Social Security Hygiene&Hea... More v

Region: South America Africa North America Asia Europe Oceania

Type: IGO INGO

Application Status: Available Unavailable

- 
ASEAN Academy of Engineering and Technology (AAET)
 Location: Kuala Lumpur, Malaysia
 Internship Title: Research Assistant
- 
Pacific Asia Travel Association
 Location: Bangkok, Thailand
 Internship Title: SSR Associate/Membership Department Assistant/Marketing Department Assistant/ CRC Associate for Communications and Research
- 
International Rice Research Institute
 Location: Manila, Philippines
 Internship Title: Research Assistant
- 
European Health Management Association (EHMA)
 Location: Brussels, Belgium
 Internship Title: Administrative Assistant
- 
EKOenergy
 Location: Helsinki, Finland
 Internship Title: Communication Assistant
- 
World Youth Foundation
 Location: Melaka, Malaysia
 Internship Title: Program Coordinator
- 
World Assembly of Youth
 Location: Melaka, Malaysia
 Internship Title: Department Assistant
- 
European Ageing Network
 Location: Prague, Czech Republic
 Internship Title: Admin/Marketing Assistant
- 
Institute of International Relations Prague
 Location: Prague, Czech Republic
 Internship Title: Research Assistant
- 
European Retail Academy (ERA)
 Location: Bonn, Germany
 Internship Title: Social Media Assistant
- 
Living Knowledge - The International Science Shop Network
 Location: Helsinki, Finland
 Internship Title: Project Assistant
- 
Association Justice and Environment, z.s.
 Location: Bulgaria, Spain, Hungary
 Internship Title: Social Media Assistant/ Office Assistant

< 1 2 3 ... 10 > total 10 page to page confirm

info@gcago.com
010-80829795

Room 902, block B2, Hongjun yunshidai, kechuang 12th street,
Yizhuang economic and technical development zone,
Daxing district, Beijing

9:00 a.m. - 5:00 p.m. Mon-Fri

PROGRAM

- Internship Program for International Organizations Along the Belt and Road
- Traineeship Program for European Union Institutions
- Homestay Cultural Experience & Enrichment Program
- World First-Class Discipline Construction, Outstanding Talents Training Plan
- Sociological Research of Australia & NewZeland Program

ACADEMIC EXCHANGE

- Engineering
- Agriculture
- Medical
- Economic Management
- Art



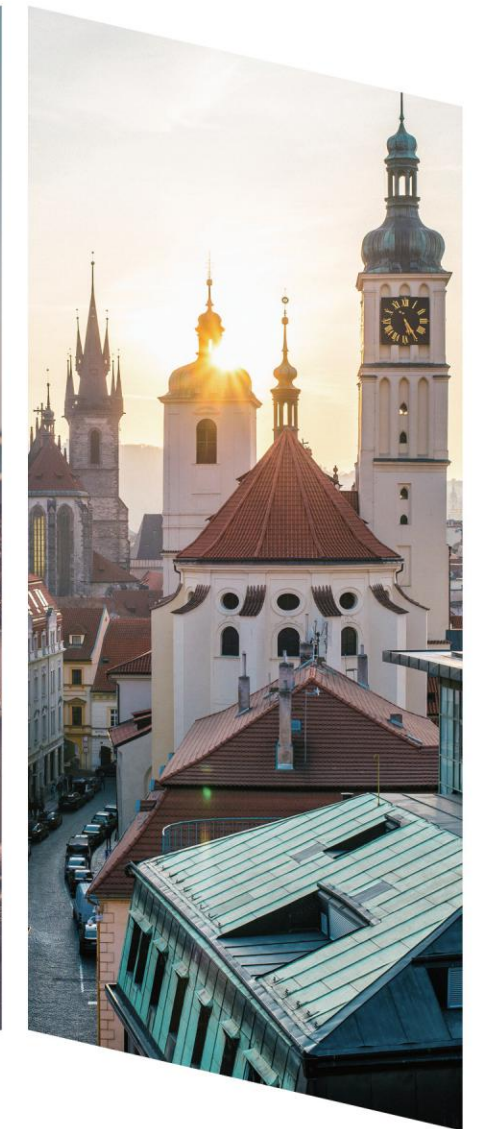
18 ACCOMMODATION 食宿安排

Homestay/hotel, standard double room
2-3 meals per day

寄宿家庭/公寓, 标准双人间
提供每天2-3餐

19 SPARE TIME 业余生活

- Visit famous local universities and feel the strong academic atmosphere
- Take a short trip around the city to experience local culture and enjoy the magnificent natural scenery
- Organize activities with colleagues and friends, have big dinners and parties
- 参访当地著名大学, 感受浓重的学术氛围
- 城市周边短途旅行, 体验当地文化, 欣赏壮丽的自然风光
- 与同事、朋友组织活动, 聚餐开Party



20 QUALIFICATION 申请资格

- Patriotic and love the party, observe disciplines and obey laws
爱国爱党，遵纪守法
- Full time excellent undergraduate/graduate student at the age of 18-35
年满18-35周岁的全日制在校优秀本科生/研究生
- Good English communication skill, pass GCA's test/interview
具备良好的英语沟通能力，通过项目主办方的测试/面试
- Have certain economic competence, can afford the whole cost of the program
具备一定的经济实力、能够承担项目的全程花费
- Understand and abide by the rules and regulations of the internship, respect the supervisor and all colleagues
理解并遵守实习单位的规章制度，尊重主管领导及所有同事
- Accept the specific work arranged by the internship, work hard and be responsible
接受实习单位安排的具体工作，积极努力，认真负责
- Represent Chinese college students, actively integrate into the local society and promote Chinese culture
代表中国大学生风范，积极融入当地社会，主动展示中华文化
- Return to China as scheduled after completion of the program
项目结束后按期回国

21 APPLICATION PROCESS 申请流程



22 SECURITY 安全保障



The program is organized by GCA International Education Group to manage the whole process in China and abroad, without any intermediary agency
项目主办方为 GCA 国际教育集团, 无任何中间机构, 中外全流程管理



During the program period, the applicant is entitled to the full overseas medical treatment and accident injury insurance. The medical treatment for daily diseases (except dentists) and other accidental injuries are covered by the insurance
申请人在项目期间享有全程境外医疗及意外伤害保险, 日常疾病医疗(除牙医外)及其他意外伤害均在保险范围之内



Unified and coordinated management of local mentors
驻地项目导师统一协调管理



All GCA international exchange programs for Chinese mainland are in accordance with the relevant regulations of Chinese embassies and consulates abroad. In case of any emergency, assistance from embassies and consulates can be obtained
GCA 所有面向中国大陆的国际交流项目, 均符合中国驻外使领馆相关规定, 如遇特殊紧急情况可获得使领馆援助



23 COST 项目费用

Program cost (including food and accommodation) 项目费用 (含食宿)							
Program duration 项目时长	1 month 1个月	2 months 2个月	3 months 3个月	5 months 5个月	6 months 6个月	9 months 9个月	12 months 12个月
A	CNY¥32800	CNY¥48800	CNY¥64800	CNY¥96800	CNY¥112800	CNY¥160800	CNY¥208800
B	CNY¥29800	CNY¥42800	CNY¥55800	CNY¥81800	CNY¥94800	CNY¥133800	CNY¥172800
C	CNY¥26800	CNY¥36800	CNY¥46800	CNY¥66800	CNY¥76800	CNY¥106800	CNY¥136800
D	CNY¥23800	CNY¥30800	CNY¥37800	CNY¥51800	CNY¥58800	CNY¥79800	CNY¥100800
A档国家	北欧五国、瑞士、比利时、南太平洋地区等						
B档国家	西欧、南欧、东欧、北美、澳新、日本、新加坡、突尼斯、摩洛哥、纳米比亚等						
C档国家	南美、南非、埃及、韩国等						
D档国家	马来西亚、泰国、柬埔寨、越南、南亚等						
科研类、课题类岗位涉及专业课程培训及物料使用, 价格参考上一档, 具体请咨询项目负责老师							
Application service fee 申请服务费	CNY¥2000						
Passport application fee 护照办理费	charged by the Exit and Entry Administration Department of the Public Security Ministry, the reference price is ¥120 以公安机关出入境管理部门收费为准, 参考价格为CNY¥120						
Visa application fee 签证费	for details, please refer to the requirements of consulates of various countries 以各国领事馆要求为准						
International round-trip flight ticket fee 国际往返机票费	self-paying 自理						
Domestic and foreign inland transportation fee 中外内陆交通费	self-paying 自理						
Shopping fee 购物消费	self-paying 自理						