



CALL FOR INTERNS

Introduction

The Hague Institute for the Internationalisation of Law (Hiil) is looking for talented and motivated students (or recent graduates) to join its office in The Hague as interns for a period of 3-6 months (full time).

Are you interested in the internationalisation of law? Are you looking for an opportunity to gain practical experience, working for a young and dynamic institute and contributing to further developing this exciting new perspective on law? Do you feel you possess the necessary skills and academic knowledge? Then this opportunity may be of great interest to you!

About Hiil and its Internship Programme

The Hague Institute for Internationalisation of Law (Hiil) is an international centre of excellence academic research established in 2005 with strong support from the Dutch government and from The Netherlands Organisation for Scientific Research (NWO). Hiil's primary objective is to study the internationalisation of law and the affect it has on national legal systems.

Hiil conducts fundamental research into the internationalisation of national law in a world where borders in the traditional sense are eroding and where the interconnectedness of societies across borders is becoming a fact of life. The Institute further disseminates the results of that research to policy makers where relevant and useful. Hiil functions primarily as a network organisation, meaning that whereas the initial tasks in the development of research projects are carried in-house, actual research is subsequently done externally, by leading researchers who receive research grants from the Institute for this purpose.

Hiil developed at an early stage an internship programme, in order to expose its work to students and recent graduates and enable them to become involved in its work. By and large, we have been very satisfied with this programme, which has proved beneficial for both the Institute and our past interns.

Hiil generally employs 3 interns at any given time. Law students (or recent graduates) are encouraged to apply. Applications are also invited from students of other disciplines, such as political and social sciences, provided that the student can point out his or her interest in and some background knowledge of law, in general, and in globalisation and the internationalisation of law, in particular. Interns are usually recruited for a period of 3-6 months and, preferably, should commit to working at least 32 hours a week.

Interns' Responsibilities and Activities

Responsibilities and activities of interns include:

- Conducting research relating in general to the internationalisation of law or particularly to one of our research development projects;
- Assisting in coordination of research activities;
- Organising seminars and brainstorm sessions;
- Taking the minutes of internal and external meetings;
- Drafting memos and reports;
- Keeping abreast of international legal developments in this field, be up to date on relevant legal practical developments and inter-connect the various aspects of global law;



- Attending conferences and seminars sponsored by HiiL and possibly other institutions and otherwise exploring opportunities to liaise with top academics in the field of internationalisation of law;

Requirements

- High school graduation or equivalent;
- Enrolment in the final stage of study, preferably with specialisation in international law, comparative law, sociology of law, social sciences, political sciences or any related disciplines;
- Excellent communication skills, both spoken and written;
- Experience with Microsoft Office package;
- Experience with computerised legal research;
- Ability to work at least 32 hours a week during a 3 to 6 months period;
- Good interpersonal skills in establishing and maintaining effective working relationships;
- Excellent language skills in English, both written and oral;
- Knowledge of another major language is an asset.

Preferably, applicants should be in possession of a valid work permit or be otherwise allowed to work in the Netherlands (e.g. EU-applicants). Non-EU applicants (who are not in possession of a work permit) may also apply, provided that he or she is still enrolled in a university study programme. Please note that in these cases a procedure with the Dutch immigration authorities, which may take up to 10 weeks, must be completed prior to starting the internship.

Application Procedure

Candidates meeting the eligibility requirements are requested to download the Internship Application Form (available at: www.hiil.org), complete it, and send it by email, together with a motivation letter and writing samples, to our Senior Secretary, Ms. Evelien van Hoeve, (evelien.vanhove@hiil.org). Selected candidates will be invited for (telephone) interview. The following documentation *may* be required during the later stage of the application procedure:

- When graduated, a copy of university certificates;
- Two letters of recommendation from university professors or former employers familiar with the candidate's work;
- A recognised language certificate in English and/or French, such as TOEFL or IELTS, or another recognised language test.

Deadline

HiiL offers internship opportunities throughout the whole year therefore there is no deadline for the application for internship positions.

Contact

- To apply: Download the Application Form, complete it and send by email to Evelien.vanhoeve@hiil.org.
- For inquiries: send your questions to morly.frishman@hiil.org or call +31 (0)70 3494405.