

LANDCOM INTERNSHIP PROGRAMME 2025

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CANDIDATES

LIP will be available for the following periods:

- 6 months internship program as part of, or complementary to a university degree program.
- 6 months internship for, in principle, recent Bachelor graduated students who are interested in a specific project that can be of support for a Master graduation program.
- 6 months internship program for, in principle, recent Master or PhD graduated students (graduated less than 6 months ago) who are looking for work experience in an international organization as a first step to an international career.

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To qualify for an internship, the applicant must meet the following eligibility criteria:

- All applicants for an internship must be a citizen of a NATO member nation.
- A certificate given by the University stating that an internship on their subjects of study is necessary for their professional development.
- Applicants must be proficient in the use of the English language.
- Applicants must have at least two years of successful university study or equivalent. The program is open to **current students or recent graduates (degree obtained within the last 18 months)**.

CONDITIONS OF INTERNSHIP

LANDCOM will provide interns with **30.335.09TRY** net as a monthly lump sum to cover their stay, travel and subsistence. Selected interns are responsible for their accommodation and work permit arrangements. Travel tickets to and from Turkey to their residence where they came from will be reimbursed up to total amount of 1200EUR.

Interns are required to have social insurance coverage including health care, and this must be documented during the in-processing, and take care of formalities with the Turkish authorities regarding their stay in Turkey.

HOW TO APPLY:

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A copy of the candidate's **one page summary CV** must be attached to the application. In addition, all interns have to submit a **one-page essay** giving details on their motivation for an internship at LANDCOM and on their expectations during the internship.

Once a candidate has been selected, the start date of the internship period will be determined taking into account divisional needs, the availability of the selected candidate, and the security requirements.

DETAILS of the INTERNSHIP-G1 (Civilian Personnel Office)**DETAILS OF PROJECT:**

- Civilian Personnel Branch is responsible for the human resources (HR) management procedures and the administration of civilian personnel appointed to Land Command (LANDCOM). The management and administration actions are conducted in accordance with NATO Civilian Personnel Regulations (NCPR) and LANDCOM Directives.

EXPECTED DELIVERABLE(S):

- Contributes to preparation, coordination and execution of civilian personnel procedures.
- Assists the execution of HR admin operations such as filing, record updating etc.
- Makes coordination with the relevant stakeholders for completing civilian personnel files.
- Support civilian recruitment processes (there is a great number of recruitment processes initiated for various personnel groups).
- Creates/distributes documents.

TYPE OF BACKGROUND/EDUCATION REQUIRED:

- Applicants must have obtained a first degree preferably on Human Resources or any other related field along with demonstrated experience or interest in areas concerning human resources, personnel and document management, and administration. Additional skills such as, editing/writing documents, basic MS Office skills (Excel, Word, Outlook, PowerPoint), fluency in English (Listening, Speaking, Writing and Reading) are also required. Applicants need to possess a suitable civilian profile (no criminal record, etc.) in order to obtain a NATO SECRET clearance as the system of record resides on the classified network.

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DETAILS of the INTERNSHIP-G3 (Current Plans)

DETAILS OF PROJECT

- Contribute to deterrence management assistance.
- Propose updates to Operations Plans for specific operations as the situation evolves, recommending short and mid-term decisions on operations.
- Contribute to land activities synchronization by developing short-term plans and fragmentary orders.
- Contribute to coordinate land efforts across the HQ to recommend near-term direction.
- Contribute to G35 task of leading short and mid-term operational planning.

EXPECTED DELIVERABLE(S):

- Contributions to develop operational products such as (and not limited to):
 - OPLANs.
 - OPORDERs.
 - FRAGOs.
- Contributions to deterrence management products such as (and not limited to):
 - Land Standing Directives.
 - Land Coordination Orders.
 - Coordination and Synchronization Working Groups/ Boards.
 - Vigilance activities / Enhance Vigilance activities Working Groups / Boards.
 - Community of Interest working Groups/ Boards.
- Comments and contributions to upper / adjacent level HQs documents such as (and not limited to):
 - Strategic Directives.
 - Strategic Coordination Orders.
 - Joint Coordination Orders.
 - Commanders Update Reports / Boards.
 - Handbooks development Working Groups/ Boards.
- Comments and contributions to doctrinal documents.
- Develop of LANDCOM internal working and assessing products such as (and not limited to):
 - Tasker Trackers.
 - Point papers.
 - Military letters.
 - Coordination mails.
- Contributions to exercise products such as (and not limited to):
 - EXSPECs
 - EXPLANS.
 - EXOPORDERs
 - EXFRAGOs.
 - Training conferences

TYPE OF BACKGROUND/EDUCATION REQUIRED:**• Required qualifications / experience:**

- University Degree on Political affairs / International relations / Defense policy / Security;
- Higher Secondary education on Political affairs / International relations I Defense policy / Security and completed advanced vocational training leading to a professional qualification
- English level: SLP 3.3.3.3. or civilian equivalent level.
- NOTE: The work both oral and written in this post and in this Headquarters as a whole is conducted mainly in English.

• Desirable qualifications / experience:

- Experience in deployment in NATO led operations.
- NATO Courses: JPL-OP-3555 - NATO Comprehensive Operations Planning Course.

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DETAILS of the INTERNSHIP-G9 (SOB/Human Security and Outreach)**DETAILS OF PROJECT:**

The Human Security Section is responsible for the effective implementation of policies pertaining to the protection of civilians, and cultural property. Thus, the primary tasks for the section are to focus on topics such as protection of civilians, women, peace and security, children and armed conflict, combatting trafficking in Human Beings, building integrity and cultural property protection. The Human Security team, in support of LANDCOM mission, contributes to plans, policies, procedures, training activities (as well as outreach activities with the cooperation of civilian organisations). The intern will be tasked to conduct research, focusing on how military forces of NATO member states and partners have approached Human Security topics in planning and execution of military missions and operations (National, NATO or UN missions/operations), and to identify lessons learned and a training needs analysis, which can be used to standardize and enhance the NATO training modules on these topics for the tactical level.

EXPECTED DELIVERABLE(S):

A comprehensive research paper on how NATO Allies have approached Human Security in the past and what are the recent developments and changes regarding their activities ensuring adherence to the respective NATO Policies pertaining to Human Security. The incumbent is also required to research NATO member states' tactical military response to Human Security (for example during UN, NATO or National missions or operations), to include examples of best practices and lessons learned. Furthermore, the research paper should make concrete recommendations on how staff training for the tactical level on these topics can be enhanced.

Furthermore the incumbent is to keep and update the POC details of NFS entities; assist in documenting the LANDCOM- NFS engagements, track the decisions of ACO CIMIC / CMI WG & SG and share the relevant information with the NFS entities.

The incumbent will also be required to support the cross cutting team specialists for the sustainability of day to day work regarding procedures, design of activities or preparation of trainings.

TYPE OF BACKGROUND/EDUCATION REQUIRED:

University Degree in International Relations, Cultural Science or International Humanitarian Law and Human Rights, or similar.

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