

Job Announcement: FLEX “Exchanges to Internships 2012”

AMERICAN COUNCILS FOR INTERNATIONAL EDUCATION ACTR/ACCELS

Bishkek, Kyrgyz Republic

Summary

American Councils seeks 15 FLEX alumni to be awarded part-time internships in Government Ministries of Kyrgyzstan. Eligible alumni interested in participating must be in strong academic standing, currently in their 3rd, 4th, or 5th year of university and must submit their CV and a one-page statement of purpose of why they would like the experience to working in the public sector.

Fifteen finalists will participate in a 4-month internship from February until June 2012. Interns will work approximately 15 hours/week, receive a monthly salary, and will be awarded certificates and commendations from the U.S. Embassy upon completion.

Applications will be accepted through Friday, December 9, 2011.

Job Description

In 2010, the former President of the Kyrgyz Republic Roza Otunbayeva called on young, patriotic citizens with international education and experience to join the new government and to take a more active role in the political process. Directly addressing this request, American Councils and the U.S. Embassy created the “Exchanges to Internships” programs. From March to June 2011, ten FLEX alumni worked at the President’s Office, Prime Minister’s Office, The Ministry of Health, The Ministry of Youth, and the Jogorku Kenesh. This year, the program will expand to include more ministries and more opportunities.

The internships will provide FLEX alumni the opportunity to gain valuable professional experience in the public sector of the Kyrgyz Republic. Additionally, dedicated and energetic interns will provide their host ministries with young motivated individuals with strong communication, English language, and computer/IT skills as well as enthusiasm and fresh ideas.

The purpose of the program is:

- to encourage talented FLEX alumni to explore careers in the public service of their country;
- to provide alumni a unique opportunity for professional development and training for their future careers in government, politics, law, public administration, public relations, journalism and others;
- to help FLEX alumni network with professionals in the public sector; and
- to infuse the public sector of Kyrgyzstan with the enthusiasm, energy and skills of FLEX alumni.

Selection and Placement

In its second year, 15 FLEX alumni will be awarded internships. Eligible alumni interested in participating must be in strong academic standing, currently in their 3rd, 4th, or 5th year of university and must submit their CV and a one-page statement of purpose essay explaining their purpose and goals for wanting to intern in the public sector.

Semifinalist selection process will take place December 12-13. Interviews will likely take place December 14-16. Finalists will be notified by approximately January 19-20, and internships will begin February 1. Interns’ professional goals, specialization, and preferences are taken into consideration during placement. Internship placement is completed in close collaboration with representatives of each participating Kyrgyz Ministry or government institution. Every effort is made to accommodate an intern’s university schedule. A mid-term evaluation will be due by March 16, and a final evaluation must be submitted June 8.

Intern Requirements

- FLEX Alumni currently in their 3rd, 4th, or 5th year of university
- Must submit a one-page statement of purpose and CV
- Must be in good academic standing

- Demonstrated organizational skills.

ANTICIPATED START DATE: February 1, 2011

TO APPLY: Please send cover letter and resume/CV to Cale Wagner at director@americancouncils.kg and CC: Irina Zaplatina at irina@americancouncils.kg or fax to +996 (312) 621-578. Please include "FLEX Exchanges to Internships 2012" in the subject line of your email or on the fax cover page. Applications will be accepted through 5 p.m. Friday, December 9, 2011.

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American Councils for International Education: ACTR/ACCELS is a private, non-profit educational association and exchange organization devoted to improving education, professional training and research within and regarding the countries in Eurasia and Eastern Europe. American Councils administers academic exchange and training programs in virtually all fields; provides educational advising and academic testing services; and organizes conferences and seminars in the US and abroad for its membership, exchange participants, alumni, and professional groups. American Councils manages a budget funded from multiple sources of approximately \$50M, employs a staff of more than 400, and operates offices in 16 countries.