

Open Call

Internship Program at the National Library of Greece (NLG), the Greek National Opera (GNO) and the Stavros Niarchos Foundation Cultural Center SA (SNFCC SA)

Introduction

The Stavros Niarchos Foundation Cultural Center SA (SNFCC SA), within the framework of its cooperation and joint activities with the National Library of Greece (NLG) and the Greek National Opera (GNO), offers applicants aged 18-35 the opportunity to participate in a salaried internship program, at these three institutions.

The program is made available with the exclusive support of the Stavros Niarchos Foundation, as part of its grant initiative *Recharging the Youth*.

SNF's *Recharging the Youth* grant initiative aims to help address the high rate of youth unemployment in Greece, as well as to generate better employment prospects and new skill-building opportunities for young people.

The internship program will provide training in fields related to the manifold operational dimensions of the three institutions. Through the program, interns will have the opportunity to put into practice their academic knowledge, and develop their communication, collaboration and problem-solving skills, while getting familiar with the processes of three dynamic and multifaceted organizations. The program will commence in December 2017 and will be completed by June 2018. Successful applicants will enter into an internship contractual agreement with SNFCC SA.

Internship Program- Applying procedure

As part of this program, 32 positions will be available in total, concerning different departments and areas of focus of the three organizations. The positions are categorized in the following academic fields:

ACADEMIC FIELD	POSITIONS
PHOTOGRAPHY	6
INFORMATION TECHNOLOGY	5
LIBRARY SCIENCES	6
SOUND ART	2
SOUND & IMAGE ARTS	1
FINE ARTS/ GRAPHIC DESIGN	1
MUSIC STUDIES	2
MUSIC STUDIES & PERFORMING ARTS	2
PUBLIC RELATIONS & COMMUNICATION / MARKETING & ADVERTISING	3
FINANCIAL STUDIES / BUSINESS ADMINISTRATION / CULTURAL MANAGEMENT	2
ARCHITECTURE	1
ELECTRICAL STUDIES / THEATER LIGHTING DESIGN	1
TOTAL	32

For each educational field, a draw under the supervision of a notary republic will take place. The pool of candidates derived by the 12 draws will proceed to the interviews' phase.

Candidates will be able to apply online through SNFCC.org/internships and select the field based on their academic background. In addition, they should meet the academic and English language requirements, as specified below.

Eligibility criteria & required documents

- The positions are open to people aged up to 35, eligible to work in Greece
- A valid Greek Tax ID number (ΑΦΜ) is required to apply
- Adequate knowledge of Greek (to be verified after the draw)
- Certified knowledge of English – CEFR B2 level at a minimum – certification to be submitted electronically
- A university or polytechnic degree or diploma of a vocational school requiring a minimum of 3 years of study in one of the aforementioned educational fields, and/or a postgraduate degree. The title must correspond to the selected field/s of studies or be relevant – titles to be submitted electronically
- Successful candidates shall submit a written attestation regarding non-conviction for certain criminal acts that could be related to the intended internship

Candidates may apply for up to three (3) academic fields and will then be required to upload proof of education qualification for each of the respective educational fields. Candidates can only apply once, for each field.

Evaluation & selection procedure

Following the completion of the application procedure, the applicants' academic qualifications will be reviewed and one draw for each field, supervised by a notary public, will take place for those meeting the eligibility criteria.

For each academic field, the number of candidates drawn will equal five (5) times the number of the available positions, unless the position for the specific field is only one, in which case, seven (7) candidates will be drawn. As a result, there will be one hundred sixty eight (168) candidates from all academic fields in total.

Moreover, there will be sixty-eight (68) drawn runner-ups: two (2) drawn runner-ups per position, and in case the position for the specific field is only one, three (3) runner-ups will be drawn.

After the draw, a thorough second review of academic qualifications and all required documents will follow. Personal interviews for the selection of the 32 candidates that will participate in the program will follow.

Drawn applicants will be notified regarding their first round of interviews through the SNFCC.org/about/internships page, as well as via an e-mail linking to the online time slot reservation system.

Following the first round of interviews, the candidates with the highest marks will be shortlisted for the final stage of interviews.

Applicants who do not meet the eligibility criteria or decide that they do not wish to participate in the program, will be replaced by applicants from the runner-up pool, in the order in which they have been drawn.

Key information

- Total available positions: 32
- Internship program period: 15/12/2017-30/06/2018
- Application period opening: 13/10/2017
- Application deadline: **24/10/2017 (16.00, Athens time)**
- Date of draw: 30/10/2017
- Interviews (1st & 2nd round): November 2017
- Applications will be only accepted through SNFCC.org/internships
- People that have already participated in an SNFCC internship program, as well as relatives (up to the third degree) of SNFCC SA, NLG and GNO staff members and management are not eligible to apply.
- Candidates who will select more than one academic fields, should submit online all necessary documentation for each field.
- For any inquiries or questions please contact us at internships@snfcc.org