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| **Job Description** | |
| Position: | Programmes / Research Intern |
| Supervisor / Department: | International Relations Office |
| Link to Department Webpage: | http://www.nus.edu.sg/iro/ |
| Duration of Internship: | February – July 2016 (minimum of 6 months) |
| Job Scope: | The intern will work with the Global Opportunities Section (GO), which manages short-term international programmes such as internships, summer programmes and research attachments.  Specific duties include:   * Compile, analyse and present data on student participation * Research new programme opportunities * Research and create publicity materials * Selection of students for overseas programmes * Engage faculty and student groups on programme opportunities * Host overseas visitors / partners * Organise information sessions and pre-departure briefings * Prepare and attend meetings for NUS-Industry partnerships |
| Learning Objectives: | 1. Gain an understanding of internationalisation in higher education 2. Develop project development and management skills 3. Develop research and analytical skills 4. Networking skills with university and industry partners |
| Benefits: | On-campus housing will be provided for the duration of the internship. |
| Enquiries: | Student queries should be sent via email to: **orion@nus.edu.sg** |