

International Pharmaceutical Students' Federation

Call for Applications:

IPSF Internships at the IPSF Headquarters

30 January 2008

IPSF has opened up a possibility for members to participate in IPSF work at a higher level through an internship at the IPSF Headquarters. The IPSF office is co-located at International Pharmaceutical Federation (FIP) office in The Hague, The Netherlands.



As an intern, you will learn how it feels to work in a global health organisation.

Tasks for interns will include:

- Compilation of reports and documents for the 54th IPSF Congress
- Communication with members and external contacts (via email, phone, fax, mail)
- Professional contact updating
- Assisting the Executive according to the needs of the Federation and interests of the intern
- Taking part in the "IPSF History Book" project

Conditions of the internship:

- The internship period is between April-July (though some flexibility may be possible according to the intern's availability).
- The length of the internship is between 1-2 months.
- Accommodation is provided at the IPSF apartment.
- Office space is provided by IPSF, including all equipment and office supplies
- The interns' projects will be supervised by the IPSF Executive Board
- Transportation, visa application, and food is to be covered by the intern
- IPSF does not provide a stipend or salary to interns
- Interns assume full responsibility for all travel and health insurance
- Interns are required to be able to work and live independently during the entire course of their internship.
- Letters of invitation required for visas will be provided

Application process:

As part of your application please submit

- Curriculum Vitae
- Motivation letter: Please include the reason why you would like to apply and your desired time and length for the internship.
- Letter of support from your students' organisation (please note that only IPSF members are eligible to participate in the IPSF Internship).

Please submit your application to ipsf@ipsf.org before 28th February 2008. After submission, the application will be reviewed. Successful applicants will be notified by email.

If you have any question, please feel free to contact the IPSF President, Karen McGill at president@ipsf.org or ipsf@ipsf.org.