



Unpaid Internship Opportunities for 2008-2009 LERC Graduate Unpaid Student Internship Program (GUSIP) New positions have been opened.

LERC has recently opened new unpaid internship positions in the following fields:

▪ Law	▪ History
▪ Museum Design	▪ Architecture
▪ Graphic Design	▪ Documentation and Archiving
▪ Database programming	▪ Statistics
▪ MBA and/or Finance	▪ Media and Public Relations

Internships are an excellent way to acquire valuable work experience and improve communication and networking skills. They are a superb means to prepare a young graduate to enter the job market and to begin to build up human and social capitals.

The Lebanese Emigration Research Center at Notre Dame University-Louaizé in Lebanon provides several unpaid graduate students' internships, which are filled on the basis of current research needs of the Center. LERC promotes the study of historical and contemporary emigration to, from, and through Lebanon within a comparative international framework utilizing the most recent information and communications technologies.

The LERC Graduate Unpaid Students Internship Program has been established for MA/MS/MBA/DEA students or recent graduates (between c. 20 and 30 years of age) who have studied migration, sociology, architecture, graphic design, documentation, religion, business administration, finance, or data-base programming, and the like. Those with excellent knowledge of their field of study, fluency in the English language (both oral and written), proficiency in one or more of the following languages Arabic, French, Armenian, Spanish or Portuguese, and strong organizational, intercultural and computer skills will have a better chance of being selected.

The internships usually last from three months up to two years. Renewal of the internship is contingent upon the complexity of the project and the consent of both parties. The main assignment of the interns is to assist LERC in providing research and/or technical support in one or more of its projects. Those wishing to conduct independent research are not eligible for this program and should apply for the program of association with LERC.





In this context, the responsibilities of the intern will include, but be not limited to,

- Reviewing theory and literature.
- Conducting original research using social science methodologies.
- Keying in and processing statistical data.
- Collecting archival material and populating/building up the database.
- Indexing and archiving original documents and photos.
- Finding and profiling expatriate individuals and diasporic organizations.
- Assisting in the designing of the Migration Museum.
- Preparing media and public relations outreach programs.
- Collecting and reviewing media coverage (newspapers, films, documentaries, internet, and the like) related to the topic selected.

Other duties assigned to the intern might include assisting LERC with various information-gathering projects and drafting topical papers on the issues selected. In addition, the intern may be called upon to assist with planning workshops or other activities undertaken by the LERC or to represent LERC in meetings and/or conferences. Interns are asked to act as rapporteurs for LERC activities.

Interns will enjoy access to LERC's resource library, electronic archives, database and museum, to private archives and collections, to NDU and other university libraries and facilities, and to the Center's internet and email and other related facilities. They will also receive support from LERC for any scholarly activities (e.g. field work, interviews and surveys). They will have varied opportunities for meeting distinguished personalities, for attending media venues and for taking part in conferences, panels and discussion groups.

The LERC internships will help those benefiting to

- Work alongside professionals in their chosen career area,
- Acquire new skills and add to their knowledge base,
- Boost their confidence in their own abilities,
- Practice their communication and teamwork skills,
- Meet new people and practice their networking skills,
- Publish under their names (e.g. press releases, briefs, reports, working papers, and the like)
- Cross the bridge between school and the professional world, and
- Make an addition to their *curriculum vitae* which will be of much value when applying for either employment or further education.



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Interested candidates are requested to email the following documents for selection by no later than September 27 for the Fall of 2008 and November 15 for the Winter, Spring Summer of 2009.

- A letter of intent
- CV
- A short biography of 250 words
- A photo
- Photocopy of degrees obtained
- Two recommendation letters
- A proof of grant or of personal funds to cover travel and living expenses for the duration of the internship, is a precondition for the acceptance of international applicants.

Eligibility:

MA/MS/MBA/DEA recent graduates or graduate students; males and females; between the ages of 20 and 30, Lebanese nationals or non-Lebanese nationals. Must be serious, diligent, able to work alone or as a member of a team, and willing to learn.

Selection Procedures:

Internships are awarded solely on the strength of the applications received by LERC. Applications found to be incomplete or which arrive after the deadline will not be taken into consideration.

Application Deadline:

Deadline for the Fall 2008 is September 27 2008 and for 2009 is November 15 2009. Following deliberations, the selected interns will be informed by no later than October 15 for those applying for the Fall, and December 1, for those applying for 2009.

Those interested should send the documents requested above in digital format to Associate Director Guita Hourani ghourani@ndu.edu.lb, with subject line: **Application for LERC/GUSIP 2008-2009.**

