

Department of Foreign Affairs and Trade

Internships in the Legal Division of the Department of Foreign Affairs and Trade

Applications are invited for internships in the Legal Division of the Department of Foreign Affairs and Trade. The internships will be for a maximum of 11 months and will commence in August/September 2016.

Role of Intern in Legal Division of the Department of Foreign Affairs and Trade

The Legal Division of the Department of Foreign Affairs and Trade seeks to ensure an appropriate legal input in the formulation and implementation of Ireland's foreign policy and to contribute to effective Irish participation in international legal fora. Further details of the role of the Legal Division are available on www.dfa.ie. An intern in the Legal Division will work under the supervision of a senior legal officer in the Division. An intern will be required to assist on a variety of tasks and projects relating to the work of the Legal Division which will include undertaking legal research.

Applications

Applicants must be graduates in law at the date of application (at least at 2:1 level or equivalent experience or qualification). A very good knowledge of public international law is essential, which would usually be evidenced by post-graduate study in the field of public international law or a 2:1 grade or higher in a public international law course at undergraduate level. Applicants must have a good general knowledge of Irish law; knowledge of EU law and human rights law is also desirable. Ability to work in a team and good IT skills are essential. Knowledge of French or another European language would be an advantage.

Selection will be on the basis of a competitive interview. If a large number of applications are received, candidates will be short listed for interview on the basis of information supplied in their application. A panel will be established comprising the candidates which, following the interview, are deemed suitable for the position, ranked in order of merit. The internship positions will be filled from this panel. Other internship positions may subsequently arise in other Divisions in the Department, or in missions abroad, and candidates on the panel may be considered for these positions.

Application forms in relation to the internships may be obtained from the college or school which has received this notice or alternatively you may request a form from the following: [legalintern\[at\]dfa\[dot\]ie](mailto:legalintern[at]dfa[dot]ie)

Applications should be sent by **e-mail** to the following: [legalintern\[at\]dfa\[dot\]ie](mailto:legalintern[at]dfa[dot]ie) and should be received no later than 5 pm on **Friday 29th April 2016**.

By submitting information electronically, applicants accept that data may not be fully secure. Should any candidate prefer, application forms may be sent by post to:

*Mr Fran Laycock
Legal Division
Department of Foreign Affairs and Trade
2 Clonmel Street
Dublin 2*

Applications received after the closing date for applications will not be considered.

Applications should consist only of the completed application form. If any further documentation is required you will be requested to supply same in due course. **Please do NOT submit CVs.**

Remuneration

The applicable pay rate is that of the first point on the scale of the Executive Officer Scale.

Eligibility

Candidates who have previously undertaken an internship of six months or more in the Department of Foreign Affairs and Trade or in an Irish Diplomatic Mission abroad are not eligible to compete.

Candidates should note that citizens of non-European Economic Area (EEA) States are not eligible to compete. The EEA consists of the member states of the European Union along with Iceland, Liechtenstein and Norway. A candidate who is in doubt in this regard should consult with the Department of Jobs, Enterprise and Innovation.

The Department of Foreign Affairs and Trade is committed to a policy of Equal Opportunity. It should be noted that any attempt, direct or indirect, by a candidate to influence the selection process will automatically disqualify the candidate.