International IDEA

Digitalization and Democracy programme

Internship - spring 2025

Context

The International Institute for Democracy and Electoral Assistance (International IDEA) is an intergovernmental organization established in 1995, with 35 Member States spanning all continents. The Institute seeks to support sustainable democracy worldwide and assist in the development of institutions and foster a culture of democracy. At the interface between research, fieldwork and the donor community, International IDEA provides a forum for dialogue, develops training materials, provides strategic advice, and builds networks of global expert practitioners at the international, regional, and national levels with a range of international and national organizations.

Launched in 2023, International IDEA's Digitalization and Democracy programme is one of the institute's thematic global programmes. The Digitalization & Democray programme supports democratic institutions and stakeholders in placing democratic values and fundamental rights at the forefront when addressing the role of technology in society. All facets of society are impacted by the rise of digital technologies, which means that all-of-society efforts are needed to ensure the democratic foundation of digitalization. As such, the programme works towards a diverse set of boundary partners, including civil society, governing bodies and tech platforms, and covers a broad span of topics in the field of digitalization. Currently, the programme's lines of work include artificial intelligence (AI) and elections, foreign information manipulation and interference (FIMI), digital rights and governance, and digital public infrastructure for democracy.

The internship for the spring semester of 2025 is particularly focused on the workstream's current work on AI in elections. This includes supporting the team with the coordination and implementation of project-based activities and conducting research on developments in the field of AI and democracy.

Internship Activities

The intern, under the guidance of the Head, Digitalization and Democracy, will have the opportunity to:

a) Assist the programme with research and data gathering on the key issues of the programme's portfolio, including digital rights and legislation, digital governance, information- and electoral integrity, democracy and artificial intelligence, and digital public infrastructure;
b) Provide the team with help in developing, editing and curating communications materials, including social media posts and newsletters;
c) Contribute to the coordination of the team's communications campaigns, primarily on social media;
d) Summarize and distil information from key research and new developments in the field of digitalization and democracy;
e) Assist the team with qualitative and quantitative data collection, analysis and evaluation
f) Provide input and help team members with presentations, speaking notes and briefing materials;
g) Contribute to the organization of events from concept notes to logistics and administration;
h) Explore additional areas of involvement as guided by the Head of the Digitalization and Democracy Programme and/or any other person designated by them;
i) Actively integrate a gender and inclusion perspective in all activities

Expected outcomes and learning opportunities

The intern is expected to benefit from the position by gaining insights, experience and knowledge on:

• Applying university knowledge to analyse and present to colleagues the digital policies and the priorities of the major donors and multilateral institutions supporting democracy;
• Developing familiarity with the tools and methods used for supporting democratic institutions and actors;
• Gaining a global network of motivated democracy experts and learning from their collective expertise;
• Working processes of a multilateral, multicultural organization;
• Developing their analytical and research skills;
• Increasing their understanding of new developments in the field of international democracy assistance, digital policy and issues on democracy and digitalization;

- Gaining experience with coordinating and implementing international, project-based initiatives in the field of democracy;

The objective of the internship is to provide a learning opportunity for an interested and talented student within a relevant study area. The intern is expected to act as part of the team, learning from all team members in their different capacities.

Management and Organization

The intern will be mentored by Head, Digitalization and Democracy and/or any other person designated by them.

All internships at International IDEA are unpaid. Insurance coverage in respect of travel, health, medical costs, disability, accident, and death is not provided by International IDEA. It would be your responsibility to make your own insurance arrangements to ensure such coverage and obtaining all necessarily permits and/or visa and any other necessary travel-related documentation.

Timing and Work plan

The internship position will be full-time between 15 January 2025 up to 31 May 2025. The intern will work office hours 9-17 if not otherwise agreed with the mentor.

Qualifications

Required qualifications:

- Recent graduate or student, preferably on a graduate or post-graduate level, on social science; law; political science; international relations; or a related field;
- Analytical, drafting and problem-solving skills;
- Ability to appreciate diversity and work as part of a team in such an environment;
- Active incorporation of a gender and inclusion perspective in all types of work;
- Good interpersonal skills and willingness to collaborate with members of the teams and other colleagues at the institute;
- Ability to collect, assess, evaluate, manage and structure qualitative and quantitative information;
- Knowledge of the Microsoft Office package (including Excel);
- Fluency in written and oral English;

Desirable qualifications:

- Proficiency in Spanish and/or French is highly desired;
- Experience with and proficiency in video editing software;
- Experience with coordinating or conducting communication campaigns, preferably through social media;

- Knowledge, or a keen interest to learn, on artificial intelligence technologies, machine learning or computer science;

6. Recruitment process

Please submit your CV and motivation letter to the internship focal point at the Digitalization and Democracy Programme, Cecilia Hammar (C.Hammar@idea.int) by **31 October 2024**. The internship recruitment process, including interviews with candidates, will take place in early November 2024.