



Internships at The University of Bergen, for CHARM-EU students

The University of Bergen is a renowned educational and research institution, organised into seven faculties and approximately 54 departments and academic centres. Campus is located in the centre of Bergen. The university has 20 000 students and employs 4 200 faculty and staff.

International Centre has employees from the Division of Student and Academic Affairs and the Division of Human Resources, all involved in international relations. The centre has a broad international competence within mobility and exchange issues for students and staff, international networks and strategic partnerships.

International Centre UiB is recruiting two interns for a period of minimum 6 months up to 12 months, starting in late April/early May or August 2025.

Eligibility and requirements

- Interns must be enrolled as full degree university students at one of the universities in the CHARM-EU alliance, and the home institution must recognize the internship
- Candidates must have completed a minimum of two years of university studies
- International experience is an advantage
- Eligible candidates must have excellent English language skills (spoken and written, at least CEFR Level C1). Knowledge of Norwegian or Scandinavian languages is an advantage

Duties

- Be involved in ongoing projects
- Administrative work with the Erasmus+ programme
- Contribution to various events organised by International Centre UiB (welcome week for international students, visits etc.)
- General administrative tasks
- Front desk service for students and staff

Terms and conditions

- Start of internships: preferably late April/early May or early August 2025. The length of the internship is 6-12 months
- The internships are unpaid. The intern must receive the Erasmus+ grant for internship for the full work period from their home university. However, International Centre UiB will cover housing expenses up to 4000 NOK
- Interns are required to have health insurance and are responsible for arranging their own visa, if needed
- Workload is 37,5 hours per week

How to apply: Applicants must send a letter of motivation and a full CV (both in English) to International Centre UiB (international@uib.no).

Deadline: 1st of February 2025