

东亚安全中心

East Asia Security Centre



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INTERNSHIPS

Australia, China or USA

The East Asia Security Centre is a global collaborative enterprise between Bond University, China Foreign Affairs University and the University of New Haven. It is a platform for research, scholarship and exchange. The main activities are:

- Annual Symposium and Conference at China Foreign Affairs University, Beijing
- Peer-reviewed publishing of conference papers and books (English and Mandarin)
- Partner with the Chinese journal *Foreign Affairs Review*
- Translation services, commercial research and consulting
- Applying for and obtaining external funding from private and public sources
- Staff/PhD Exchange Program
- Internships, postdoctoral researchers and research fellows
- Publication of speeches, guest lectures and commentary
- Philanthropic activities
- Supports and pursues the strategic objectives of the three universities
- Generates and disseminates knowledge and maintains personal, professional and institutional linkages to support the Commonwealth of Australia, People's Republic of China and the United States of America

An internship with the EASC is suitable for a student considering an academic or research career.

The skills and knowledge required of such a career may be gained within the internship and might include: publishing processes, research funding processes, research standards/regulations, experience of research and research assistant tasks, use of websites and social media, organisation of symposiums and conferences.

The intern will work closely with the Directors of the Centre to achieve specific tasks that may include:

- Liaise and assist with the annual symposium conference
- Collection of information for the conference and publishing projects
- Correspondence between authors, publishers and participants
- Organisation and maintenance of data on previous attendees
- Creation of author specific publication updates
- Research for specific publications and projects
- Assistance with the drafting of publishing proposals
- Editing and formatting of book chapters
- Editing and formatting of conference papers
- Researching potential sources of funding
- Posting Social Media – Twitter, Facebook, Google+, LinkedIn
- Updating the Centre's websites

Eligibility: The internship is available for enrolled students at either Bond University, China Foreign Affairs University or the University of New Haven. Proficiency in Mandarin Chinese is required to undertake the internship at China Foreign Affairs University.

For further information: Website: http://epublications.bond.edu.au/eas_centre/
Twitter account: <https://twitter.com/EASCentre>
Email: easc@bond.edu.au