



Foundation for Armenian Science and Technology

PUBLIC POLICY INTERN

Internship Description

FAST is looking for an enthusiastic and hardworking intern, ready for new challenges!

The intern will support the Public policy and legal affairs unit with research tasks, undertaking data collection for qualitative and quantitative research aimed at producing policy recommendations, assisting with organizing meetings and discussions, promoting programs, drafting documents, etc. The intern will be assigned a supervisor who will identify project goals and learning outcomes, inspire, mentor and support his/her professional development.

Please note that the internship program is unpaid.

Key Skills and Qualifications:

- Good research and data compilation skills
- Excellent written and verbal communications skills
- Excellent document management and detail-orientation
- Ability to act independently and work with team members of all levels
- Ability to meet deadlines and work under pressure as part of a team
- Proficient in MS Office package, Google Docs and Google Sheets
- Excellent command of English and Armenian

Application procedure:

All interested candidates are kindly requested to submit their CVs by email to internship@fast.foundation. Please indicate "Public Policy Intern" in the subject line of your email. FAST is grateful to all interested applicants; however, only shortlisted candidates will be contacted for the interview.

About FAST:

Foundation for Armenian Science and Technology (FAST) is conceived as a comprehensive platform to foster technological and scientific breakthroughs in Armenia. FAST aims to revive the country's strong Science, Technology, Engineering and Mathematics (STEM) traditions, establishing a favorable regime for the innovative environment, fostering science and technology education, and actively developing a venture capital ecosystem. One of the most pivotal tasks of FAST is to engage tech and scientific communities in raising the profile of Armenia as a hub for technological and scientific discoveries and developments.

Application deadline:**1 October 2019**

***Note:** Employment decisions are made without regard to race, religion, national or ethnic origin, sex, sexual orientation, gender identity or expression, age, disability or other characteristics protected by law.*