



## JOB POSTING

# INTERN SUPPORTING THE EUNIC PRESIDENCY

at the Goethe-Institut Czech Republic

**The Goethe-Institut is looking for a dedicated intern starting 01|09|2026 until 31|01|2027 (or shorter).**

The Goethe-Institut e.V. is the globally active cultural institute of the Federal Republic of Germany. We promote knowledge of the German language abroad and foster international cultural cooperation.

### **As an intern supporting the EUNIC Presidency, your responsibilities will include:**

- Providing administrative and organizational support for the EUNIC network in Prague
- Assisting in the preparation and coordination of monthly EUNIC meetings, including drafting agendas and managing logistics
- Taking minutes during meetings and supporting follow-up communication with partners
- Supporting communication and coordination with EUNIC member institutions and external partners
- Assisting in the planning and implementation of EUNIC activities during the Presidency period (September 2026 - January 2027)

### Communication and visibility:

- Supporting social media activities and public relations work, with a particular focus on EUNIC events
- Contributing to content creation and dissemination to increase the visibility of EUNIC initiatives

### Event support:

- Assisting in the coordination and implementation of the EUNIC "Imagine Festival" (October 2026), including collaboration with project partners and support in organizational and administrative processes

### Learning opportunities:

- Gaining insights into the wider cultural programming and project work of the Goethe-Institut Prague
- Supporting additional cultural projects and events as needed

### **Requirements:**

- Enrolment in a university program (e.g. cultural management, humanities, social sciences, international relations, or a related field)
- Strong interest in international cultural cooperation and European networks
- Excellent organizational skills and a structured, reliable way of working
- Strong communication skills and attention to detail
- Very good command of English (working language); knowledge of German and/or Czech is an asset

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[www.goethe.de](http://www.goethe.de)

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- Ability to work independently as well as collaboratively in an international team
- Interest in event management, cultural programming, and public relations
- Experience with social media and content creation is an advantage
- Proficiency in standard office applications (e.g. MS Office); familiarity with digital collaboration tools is a plus

### **We offer:**

- A creative work within the framework of a European project with international partners;
- An exciting and varied field of activity in the German Cultural Institute, including free access to many cultural events;
- Modern office in a landmark building in the historical centre of Prague;
- Possibility to enroll on a free German language course at the Goethe-Institut.
- A monthly internship stipend of €450

### **Application process:**

- Please send your application in digital form with the required documents (letter of motivation, CV, references) in English in a PDF to [Bewerbungen1-Prag@goethe.de](mailto:Bewerbungen1-Prag@goethe.de)
- The application deadline for this job posting is **July 17, 2026**. Please note that applications received after the deadline will not be considered.

### **Data Protection:**

The Goethe-Institut collects, processes and uses personal data of the applicant's personal data both for the purpose of filling the position and within the within the framework of the legal permissions and any declaration of consent granted to the Goethe-Institut under data protection law.

Further details can be found in the separate data protection declaration, to which we hereby expressly refer. You can find this at:

<https://www.goethe.de/ins/cz/de/dat.html>

[www.goethe.de](http://www.goethe.de)

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