



The Embassy of Switzerland is looking for an:

Academic Intern at the Embassy of Switzerland in Dublin

100% Dublin

As an Academic intern at the Swiss Embassy in Ireland, you will gain fascinating insights into the work of a Swiss diplomatic mission. Based in Dublin, the Embassy represents Switzerland's interests in Ireland, primarily in politics, economics, finance, science, education and culture. You will support the Embassy by conducting analyses, writing reports, organising events and assisting with official visits.

Your Tasks

- Monitor research, provide analysis and draft reports for the various organisational units of the Federal Administration.
- Communication: Supporting the Embassy's Social Media presence and updating the Embassy website.
- Assist in organising bilateral meetings and visits at various levels.
- Draft diplomatic correspondence.
- Participate in meetings and events with key actors of private sector and civil society.

Your Profile

- A degree from a University or University of Applied Sciences as listed [here](#).
- Languages: Proficient (C1) written and spoken knowledge of at least two official Swiss languages, as well as English.
- Interest in traditional bilateral diplomacy and Swiss foreign policy.
- Good writing skills
- Skilled in resilience and teamwork.

Contact:

For more information please contact:

Mr. Andreas Lüssi
Deputy Head of Mission
Tel. +41 58 46 21044

Application Deadline: 19.12.2025
Start Date: 01.02.2026
Fixed-Term Contract: 31.01.2027

Information about the Employer

The Federal Department of Foreign Affairs (FDFA) and the Swiss Embassy in Ireland are interested in traditional bilateral diplomacy and Swiss foreign policy.

Admission Requirements

Please note the admission [requirements for EDA Academic Internships](#). These conditions must be met.

The Federal Administration respects and values the diversity of its employees' backgrounds. Equal treatment is a top priority.

Your application will be deleted no later than 90 days after the application deadline.