

Evaluation of traineeship

This evaluation will give the University of Aalborg important information in regards to your traineeship in a foreign country. The evaluation will be used to help future students who wish to try a traineeship abroad.

International Office

1. Personal data

Name: Jane

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Study programme at AAU and semester of travel: European studies, 9th semester

2. Traineeship

Name of the company / organization (and country): The Royal Danish Embassy in Sofia, Bulgaria

Starting date: 01/08 2016 _____ End date: 31/01 2017 _____

Did you find the length of the traineeship:
too short too long perfect

Please elaborate: You have the time to really get to know the working structure and the assignments done at a Danish mission abroad. If it had been shorter I am not sure, that I would have had the time to really get to know what it is like to work at an embassy. Six months is also enough time for you to establish friendships and expand your network.

What was your main motivation for doing an internship?

I wanted to test my academic skills in "real life" and get some work-experience before I finish my studies.

Please describe your main tasks as an intern, as well as evaluate these tasks:

As a commercial intern I worked under the trade council of Denmark, assisting Danish companies in partner search, and in their search for Bulgarian competences. I participated in various conferences both on commercial matters, political matters, and whatever I personally had interest in. Beside that I assisted in political research, counselor work, public diplomacy, communication strategies and in whatever other work I was needed.

Being part of a small embassy meant that I had responsibilities and I really felt that my work was both appreciated and needed. The staff at the embassy was really welcoming and helpful in whatever situation I needed them.

Positive experiences is all I take with me home from the Danish Embassy in Bulgaria!

What is the subject of your trainee report?

Bulgarian and the refugee crisis – EU or not.

Please provide a short evaluation of the traineeship from an academic point-of-view:

I got to work with much of what I have studied. I transferred my academic acquired skills to a “real life” job, and I felt like “all that reading and written” really was of use.

In terms of political assignment, all I had to do was ask for them, despite them being not exactly what my trainee title entitled.

3. Information and support

Who was your contact-person at the company/organization? Vasya Ivanova.

How did you go about establishing a connection with the company / organization in the first place?

Through the webpage of the foreign ministry. They have a list of embassies, and through that I found the Embassy in Bulgaria.

How were you received as a foreign intern?

Really well! The embassy is used to interns and knew exactly how to contribute to making my stay a good and very useful stay.

Did they arrange any of these upon your arrival?

a welcome meeting an information meeting nothing

Please elaborate: The first two working-days was together with the previous interns, who presented the work to us. At the same time, my contactperson, Vasya, was really helpful and ready to answer whatever questions I had – no matter if it was work-related or not. The morning of the first day every staff member introduced themselves to us, and we were shown around and told about both the embassy and our work-tasks. The following week, we had introductions to parts of the work, little by little.

How well and to what extent did you integrate with your colleagues at the company / organization?

Very well – I will be back in Bulgaria to catch up with them!

4. Accommodation

How were the practical arrangements managed (accommodation etc.)?

Very good! We “took over” the apartment from the two previous interns. The apartment is located in a walking distance to the embassy. The staff of the embassy helped us with sim-cards, registration and whatever we needed.

6. Language preparations and gains

Which languages did you use while working?

Danish and English

Did you receive any additional language lessons?

yes no

If yes, for how many weeks did the lessons last?

How many hours a week?

Please give a brief evaluation of how your linguistic skills benefitted from your traineeship:

I had to switch from Danish and English all the time, meaning that now I have an easier time when having to do the same – both written and spoken.

7. Economy

Was the traineeship unpaid? If yes, how did you finance your stay?

SU family savings loans grants

other (what?): _____

If no, how much were you compensated with each month? Up to 2500 DKK _____

Total expenses per month (DKK): approximately 3500 DKK for rent, heath, water etc. _____

Break down of your economy (DKK):

Travel:8000 DKK _____

Rent (per month): 0 _____

Living expenses (food, laundry, etc.) (per month): 1500_____

Insurance:2500_____

Transport (per month): 200_____

Total:_____

Other expenses: _____

How much more did you spend each month abroad compared to your expenses if you had stayed at Aalborg University? (DKK per month):

The same.

Are there any grants you would recommend other students to apply for?

Erasmus+ grant

8. Personal gains and evaluation of internship

Please consider the value of your internship from an academic point of view?

I have tested my academic skills in practice and now what works and what doesn't

Please consider the value of your internship from a personal point of view?

I established new friendships and learned a lot about a new culture and country

Please give a short evaluation of the traineeships benefits from a social point of view:

I expanded my network – internationally and nationally.

Did you experience any serious issues or problems during your internship?
If yes, how did you solve them or how were you helped in solving them?

No.

Are there any things about the internship that you especially appreciate??

The ability to gain a bit of work experience, and testing my academic skills

Please make a short, overall evaluation of your internship:

I really liked it, and would recommend everybody to do it. You get to know yourself very well, when living abroad for such a long period, and it is an unique chance to get experience before finishing your studies.

Would you like to be contact person for students who may be interested in a traineeship in the same company/organization?

Yes

9. Date and signature

Date: 07/02 2017