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Institute For Security Studies (ISS) Internships 2026 New Hiring

Description

The Institute for Security Studies (ISS) is offering dynamic and motivated individuals the opportunity to join our team as interns. This internship program provides hands-on experience in the field of security studies, policy analysis, and research, offering a unique chance to contribute to the organization's mission while developing valuable skills and knowledge in a professional setting.

Responsibilities

- **Research Assistance:** Support ISS researchers in conducting in-depth analysis on security issues, policy trends, and regional developments in Africa.
- **Data Collection and Analysis:** Assist in gathering and analyzing relevant data to contribute to research projects and policy briefs.
- **Event Coordination:** Contribute to the planning and execution of seminars, workshops, and conferences on security-related topics.
- **Policy Advocacy Support:** Assist in the development of policy advocacy strategies and contribute to the drafting of policy recommendations.
- **Communication and Outreach:** Support ISS communication efforts through content creation, social media management, and engagement with stakeholders.

Qualifications

- Currently enrolled in a relevant undergraduate or postgraduate program (International Relations, Political Science, Security Studies, etc.).
- Strong research and analytical skills, with an interest in security and governance issues in Africa.
- Excellent written and verbal communication skills in English. Proficiency in another African language is an asset.
- Ability to work independently and as part of a team in a dynamic environment.
- Familiarity with security policy issues in Africa is desirable.

Job Benefits

- **Learning Opportunities:** Gain practical experience in security studies, policy analysis, and research.
- **Networking:** Connect with experts and professionals in the field of security and governance.
- **Professional Development:** Receive mentorship and guidance to enhance your skills and knowledge.
- **Exposure:** Contribute to impactful projects and initiatives with a regional and international focus.
- **Stipend:** A modest stipend may be provided, depending on the duration and nature of the internship.

Hiring organization

Institute For Security Studies

Employment Type

Intern

Duration of employment

3 Months

Industry

Research Services

Job Location

Pretoria, Gauteng, South Africa,
0002, Pretoria, Gauteng, South Africa

Working Hours

09

Date posted

November 9, 2025

Valid through

13.01.2028

Contacts

Step 1: Review Job Description and Requirements Before applying, carefully read the internship job description and qualifications to ensure your academic background, skills, and interests align with the requirements outlined by the Institute for Security Studies.

Step 2: Prepare Application Materials Gather the necessary documents, including:

- **Resume:** Highlight your educational background, relevant skills, and any previous work or volunteer experience.
- **Cover Letter:** Tailor your cover letter to express your interest in the ISS internship, explaining how your skills and experiences make you a suitable candidate.
- **Writing Sample:** Provide a sample of your written work that showcases your analytical and communication abilities.

Step 3: Complete Online Application Form Visit the ISS website or use the specified email address to access the online application form. Follow the instructions carefully, providing accurate and complete information.

Step 4: Submit Application Materials Attach your resume, cover letter, and writing sample to the online application form or send them via email to the provided address. Ensure that all documents are in the required format.

Step 5: Application Review ISS will review the received applications to assess qualifications, skills, and overall fit with the internship program. Shortlisted candidates will be contacted for further consideration.

Step 6: Interview Process Shortlisted candidates may be invited for an interview. This could be conducted in-person, over the phone, or through video conferencing. Be prepared to discuss your background, skills, and interest in the internship.

Step 7: Reference Check (if applicable) ISS may conduct reference checks for final candidates. Ensure that the contact information for your references is accurate and up-to-date.

Step 8: Offer and Acceptance Successful candidates will receive an internship offer. Review the terms of the internship, including duration, responsibilities, and any stipend offered. If satisfied, formally accept the offer within the specified timeframe.

Step 9: Onboarding Complete any required onboarding paperwork, attend orientation sessions, and familiarize yourself with ISS policies and procedures before the start of your internship.

Step 10: Commence Internship Begin your internship at the designated start date. Engage proactively with ISS projects, collaborate with the team, and make the most of the learning opportunities provided during your internship.