

Job description

Reviewer / proofreading officer

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| Job : Reviewer / proofreading officer |
| Location : Teleworking |
| Duration of volunteering : Minimum 6-month volunteer commitment or 2-month full-time internship |

Presentation of the organisation

The Gender Institute in Geopolitics is a think tank committed to providing an innovative perspective on international relations through diverse and original activities that embrace the gender prism. The IGG offers varied and specialised content through written publications: reports, articles, fact sheets, news items.

All publications transmit values that are important to the IGG: intellectual honesty, open-mindedness and inclusiveness. These values are shared by more than a hundred motivated and talented volunteers across the different poles of the think tank.

Job description

The candidate will work principally in collaboration with the managers of the research department and the authors. He/she will carry out scientific assignments in the field of gender and geopolitics, in connection with all the think tank's activities. The duties of the reviewer include the reviewing and thorough understanding of scientific writing. For this position, you need to be attentive to detail and be able to provide a critical analysis of the writing.

As a reviewer, the candidate will be in charge of the following responsibilities:

- Propose an active reviewing of the contributions received by the IGG.
- Ensure the relevance and construction of the proposed analysis.
- Follow up with internal team members.
- Be familiar with bibliographic standards

Training and skills

- An interest in gender issues and international relations.
- Methodology acquired for scientific writing (article, thesis, etc.)
- Perfect knowledge of French or English language.
- Excellent writing skills.
- Rigorous, organised, autonomous and reactive.

To apply, send your CV and a short motivation letter to the following e-mail address: contact@igg-geo.org. Please specify the title of the job you are applying for in the subject line.

Driven by an inclusive vision and a desire to participate in the emergence of a fully egalitarian society, the Institute stands out for its youthful component and its commitment to promote gender in international relations. All those who share these values are therefore encouraged to apply.