

Information for Applicants

Robert Bosch Stiftung GmbH
Heidehofstraße 31
70184 Stuttgart

Conditions for applying

16.12.2011

You may apply if you have:

- Armenian, Azerbaijani, Belarusian, Georgian, Moldovan, Russian, Turkish or Ukrainian citizenship,
- residence and work in the region,
- a university degree with outstanding grade,
- first professional experience in the public sector (public administration, public companies, non-profit organizations, etc.) and support from your employer,
- interest in the issues of Good Governance, Management and Communication and a concrete idea for a project,
- awareness of social responsibility and commitment, leadership qualities, and
- very good knowledge of German and good knowledge of English.

Application

The application is carried out in three steps.

1. Online Application

Please apply using our online form:

<https://bewerbung.boschstiftung-portal.de/onlinebewerbung/>

Applications sent via e-mail or post are not accepted

The application deadline is March 12, 2012.

The following documents are required for your application:

- **Curriculum Vitae** according to the questions on the application form (in German)
- **Letter of Motivation** (1.000 characters, in German). Your letter should respond to the following:
 1. Please describe your motivation and expectations for the Kolleg.
 2. Why is your participation in the Kolleg important for your work at your home institution?

- **Project outline** of your planned project (max. 3.000 characters, in German): What kind of changes does the project try to achieve? Which results do you expect? In what way is your project linked to your work?
The project should be directly related to your work and be of use to your home institution. The project should fill a gap: What kind of project have I always wanted to take part in but couldn't because of a lack of expertise, relevant contacts, or a workable idea? Is there anything needed in my field of work that would improve our activities?

You are also asked to scan and upload the following original documents (jpg, gif, or pdf format, max 1 MB per file)

- Your university degree
- Proof of German language skills (only the most recent certificates)
- Photograph (optional)

You can save your data in the online portal and change it until the deadline at any time.

2. A Letter of Recommendation from your Employer

The Robert Bosch Stiftung will make a first round of selections from the original group of online applications. Candidates selected in this first round will be given two weeks to provide a letter of recommendation from their employer.

The letter of recommendation must be from your current employer (at least from your direct boss). Recommendations from private persons, friends, or relatives will not be accepted. The letter of recommendation should include: your first and last name, birth place and birthday (for easy identification), information about the form and length of your cooperation, and of course the recommendation itself, which should discuss your personality, strengths and weaknesses, your field of work, and opportunities for development.

In addition, the letter of recommendation should be specifically written for the application to the 2012 Carl Friedrich Goerdeler Kolleg, and can be written in German or English on official paper with a signature and contact information.

Please submit the recommendation only after the end of the application period and upon request by the DGAP coordinator.

3. Personal Interviews

16.12.2010

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The interviews will take place in mid-May in Berlin, most likely from May 18 to May 20, 2011. Invitation letters will be sent out by mid-April.

The interviews consist of three parts:

1. Discussion of a current political event (with all applicants)
2. Short presentation of your project outline (alone)
3. Conversation about your aims and motivation (in pairs)

You will be notified about our final decision by the end of May at the latest.

Contact for applicants:

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German Council on Foreign Relations (DGAP)

Center for Central and Eastern Europe of the Robert Bosch Stiftung

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