

# Mandatory Course 1: International Civil Servants and Public Administration

Title	Mandatory Course 1: International Civil Servants and Public Administration
Semester	E2022
Master programme in and Governance	International Public Administration and Politics / International Politics
Type of activity	Course
Teaching language	English
Study regulation	

## REGISTRATION AND STUDY ADMINISTRATIVE

Sign up for study activities at [STADS Online Student Service](#) within the announced registration period, as you can see on the [Study administration homepage](#). When signing up for study activities, please be aware of potential conflicts between study activities or exam dates.

**Registration** The planning of activities at Roskilde University is based on the recommended study programs which do not overlap. However, if you choose optional courses and/or study plans that goes beyond the recommended study programs, an overlap of lectures or exam dates may occur depending on which courses you choose.

Number of participants

ECTS 10

Responsible for the activity Sevasti Chatzopoulou ([seva@ruc.dk](mailto:seva@ruc.dk))

Head of study Sevasti Chatzopoulou ([seva@ruc.dk](mailto:seva@ruc.dk))

Teachers

Study administration ISE Studyadministration ([ise-studyadministration@ruc.dk](mailto:ise-studyadministration@ruc.dk))

Exam code(s) U60137

## ACADEMIC CONTENT

The course focuses on the role and position of the civil servant who either operates in an international environment or deals with international issues and problems at national or local levels. The course provides an in-depth understanding on how the international civil servant changes roles across different policy areas or levels of decision-making (local, national, regional, international) and thus acts as a manager, an executive, and a diplomat. This requires that the civil servant develops certain capacities and communication skill that differ from those of the national civil servant. Important questions addressed in the course are: Who are the people behind institutions and collective actors in international policymaking? Which qualifications do they have, and which do they acquire? What challenges and opportunities they face?

Overall objective

For this purpose, the course introduces theories and concepts on how we study the bureaucracy at both the national and international level. The course includes International Public Administration and Organisation theories, International Politics, diplomacy, and current advances and challenges in the study of international public servants. Moreover, the course provides methodological tools and practical knowledge in writing for a policy audience (e.g. writing policy briefs).

The teaching consists primarily of lectures with the continuous interaction and involvement of the students in discussions and in the resolution of minor tasks. During the semester, the students must prepare one obligatory written assignments.

In addition, a full-day interdisciplinary workshop is included with the other two courses of the semester.

Detailed description of content

The course introduces theories and concepts on how we study bureaucracy at both the national and international level. The course includes International Public Administration and Organisation theories, International Politics, diplomacy, and current advances and challenges in the study of international public servants. Moreover, the course provides methodological tools and practical knowledge in writing for a policy audience (e.g., writing policy briefs).

Course material and Reading list

Course material consists primarily of academic articles.

Class teaching: 30 hours.

Other: 85 hours including policy brief/ peer review/presentations/ exercises.

Overall plan and expected work effort

Preparation: 75 hours (5 hours per double session).

Examination: 80 hours including repetition, policy brief and oral exam having as a point of departure the policy brief but expands to all the literature (theories) covered during the course.

Total: 270 hours.

Format

Campus

Evaluation and feedback

The activity are evaluated regularly regarding the study board evaluation procedure. The activity responsible will be orientated about a potential evaluation of the activity at semesterstart. Se link to the study board evaluation praxis here <https://intra.ruc.dk/nc/for-ansatte/organisering/raadnaevn-og-udvalg/oversigt-over-studienaevn/studienaevn-for-internationale-studier/arbejdet-medkvalitet-i-uddannelserne/>

Programme

See moodle.

## ASSESSMENT

Overall learning outcomes

- To understand and apply theories that they were taught in the International Civil Servant course
- To write policy briefs reflecting the theoretical knowledge the methods taught in the International Civil Servant course
- To apply management methods in a professional situation under time constraints and be able to prioritise and structure time and matter
- To analyse the role of intercultural particularities in international public administration

Form of examination

Individual oral exam based on a written product.

The character limit of the written product is maximum 9,600 characters, including spaces.

The character limits include the cover, table of contents, bibliography, figures and other illustrations, but exclude any appendices.

Time allowed for exam including time used for assessment: 30 minutes.

The assessment is an overall assessment of the written product(s) and the subsequent oral examination.

Permitted support and preparation materials for the oral exam: Outline on maximum one A4 size-page.

Assessment: 7-point grading scale.

Moderation: Internal co-assessor.

Form of Re-examination

Samme som ordinær eksamen / same form as ordinary exam

Type of examination in special cases

Explain and assess the advantages and disadvantages of different theories for understanding international public administration

Apply international public administration theory to specific empirical cases

Examination and assessment criteria

Compare, assess, and present alternative methods available to international civil servants in dealing with a concrete policy issue through a policy brief

Unfold a variety of management methods and solutions and assess their feasibility within specific settings

Identify and discuss challenges in managing international workplaces and assess strategies for addressing them.

Exam code(s) Exam code(s) : U60137

**Course days:**

**Hold: 1**

**International Civil Servants and Public Administration (IPG)**

time 14-09-2022 10:15 til  
14-09-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

**International Civil Servants and Public Administration (IPG)**

time 21-09-2022 10:15 til  
21-09-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

**International Civil Servants and Public Administration (IPG)**

time 28-09-2022 10:15 til  
28-09-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

**International Civil Servants and Public Administration (IPG)**

time 05-10-2022 10:15 til  
05-10-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

## **International Civil Servants and Public Administration (IPG)**

time 12-10-2022 10:15 til  
12-10-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

## **International Civil Servants and Public Administration (IPG)**

time 19-10-2022 10:15 til  
19-10-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

## **International Civil Servants and Public Administration (IPG)**

time 26-10-2022 10:15 til  
26-10-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

## **International Civil Servants and Public Administration (IPG)**

time 02-11-2022 10:15 til  
02-11-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

## **International Civil Servants and Public Administration (IPG)**

time 09-11-2022 10:15 til  
09-11-2022 12:00  
forberedelsesnorm ikke valgt

forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

### **Workshop (IPG)**

time 10-11-2022 10:15 til  
10-11-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Sevasti Chatzopoulou ( seva@ruc.dk )  
Teacher Laust Schouenborg ( lausts@ruc.dk )  
Louison Cahen-Fourot ( lcahenfo@ruc.dk )

### **Workshop (IPG)**

time 10-11-2022 13:15 til  
10-11-2022 15:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Sevasti Chatzopoulou ( seva@ruc.dk )  
Teacher Laust Schouenborg ( lausts@ruc.dk )  
Louison Cahen-Fourot ( lcahenfo@ruc.dk )

### **International Civil Servants and Public Administration (IPG)**

time 16-11-2022 10:15 til  
16-11-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

### **International Civil Servants and Public Administration (IPG)**

time 30-11-2022 10:15 til  
30-11-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt

location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

### **International Civil Servants and Public Administration (IPG)**

time 07-12-2022 10:15 til  
07-12-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

### **International Civil Servants and Public Administration (IPG)**

time 14-12-2022 10:15 til  
14-12-2022 12:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt  
location 04.2-025 - teorirum (40)  
Teacher Sevasti Chatzopoulou ( seva@ruc.dk )

### **International Civil Servants and Public Administration - Submission of assignment**

time 02-01-2023 10:00 til  
02-01-2023 10:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt

### **International Civil Servants and Public Administration - Oral exam**

time 09-01-2023 08:00 til  
12-01-2023 18:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt

### **International Civil Servants and Public Administration - Resubmission of assignment**

time 10-02-2023 10:00 til  
10-02-2023 10:00

forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt

## **International Civil Servants and Public Administration - Oral reexam**

time 17-02-2023 08:00 til  
17-02-2023 18:00  
forberedelsesnorm ikke valgt  
forberedelsesnorm D-VIP ikke valgt