Intern at the Advanced Leadership Foundation

International Relations or Communications Majors

Part time, centrally located, unpaid

Professional Profile:

• Native English speaker and proficient in Spanish
• Good written communication skills in English, preferably Spanish as well
• Aptitude for organization and autonomous work
• Knowledge of Internet and experience with web management tools a plus

Duties:

• Assist in International Projects and Institutional Relations
• Write short news stories for the website and post to Twitter
• Translate and review texts
• Research new international partners
• Attend meetings and write reports

What We Offer:

• Flexible hours according to your schedule
• Central location: calle Serrano 20 (by Plaza Colon)
• An opportunity for professional growth in an international and dynamic team (with IR SLU alum)
• Young and collaborative work environment (informal dress code)

To apply, please send your resume to Career Services at bolsatrabajo-madrid@slu.edu