

Embrace Cooperation Ltd.  
Suite 38, Eurolink Business Centre  
49 Effra Road, SW2 1BZ, London, UK

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## **Internship (HR, Marketing, Project Management in London)**

Are you looking for a once in a lifetime experience? Why not join us and gain some practical work experience at Embrace Cooperation? We are a non-profit organisation based in London promoting youth placements, teacher/ educator exchange schemes as well as Personal Development workshops and environmental projects.

- We are currently looking for some ambitious students who want to work with us on some new exciting projects this year.

Please note that this is a voluntary internship and aimed at undergraduates, graduates or people who want to gain more experience in this field of work.

### Your tasks will include:

- Assist with marketing promotional materials
- Social Media Marketing (Blogging, Twitter, Facebook, LinkedIn)
- Research (companies, placement opportunities, events, interviews)
- Workshop facilitation
- Project development assistance

### What we are looking for:

- Good command of English (at least B2)
- Good knowledge of Microsoft Office
- Excellent interpersonal and communication skills
- Reliability and time management skills
- Organized, with an ability to prioritize time-sensitive assignments
- Proactivity

### Duration:

Negotiable

For further information please check <http://www.embracecooperation.org.uk/> or send an email to Waltraud Idir ([waltraud.embrace@gmail.com](mailto:waltraud.embrace@gmail.com)).

We are looking forward to hearing from you!