

Internship at Foundation „Science and Innovation Park”

We are a foundation with almost a decade of experience in the implementation of education, technology, and innovation projects, attracting funding from the state budget, European Union structural funds, private sector, as well as other financial sources. During this time, we have established a stable team of young goal-driven professionals who thrive on challenges.

Now you have the opportunity to join our team, as there is an open position for an intern available in our team! We will select one motivated candidate, that will enroll in a six-month-long Erasmus+ internship which will consist of two parts. During the first part of the internship, the intern will be trained to become coordinators for one of our projects. The training will take place at our office in Liepāja, Latvia. During the second part of the internship, the interns will have to make regular business trips to the Czech Republic, where the intern will be tasked with creating a team and implementing the project, so the applicants must be residents of the Czech Republic.

The project that interns will be coordinating will be a photo contest for students. During the project, the children from participating schools will be encouraged to take photos of the Czech Republic and post them to the home page of the photo contest. By capturing the beautiful landscapes of the Czech Republic, the participants will be reminded of how beautiful their country is, thus strengthening the sense of belonging and love for their country. The project has already been successfully implemented in Latvia, where it has been running for several years receiving wide support from schools, local government, companies, and celebrities.

As an intern in our foundation, you will gain experience and expertise in many areas related to project management and marketing. You will work in a professional setting and will have the opportunity to learn from experienced colleagues.

Positions:

Project coordination intern

- Will be introduced to current projects and how were they implemented in Latvia
- Will be instructed how to operate the tools needed to manage the team as well as the project
- Will be instructed how to use an effective business language style while reaching out to potential cooperation partners and how to pass on this knowledge to his team to reach goals set out in the project
- Will work together with our Project Managers to create a plan, designed to implement one of our projects in the Czech Republic
- After completing the internship will be responsible for the coordination of the project in the Czech Republic

Commitment: Full time

Period: 6 months

Location: Liepāja, Latvia

Deadline: 01.02.2021.

Interviews with applicants will be held via Zoom or Skype. Applicants must be eligible for the Erasmus+ internship. If needed, accommodation for the training period can be provided in an apartment located in the office building, just one floor above the office.