



| Category                   | Internship Provider                           | Description  |
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| <b>INTERNSHIPS IN ROME</b> |   |  |
| Architecture               | Italian Architecture & Interior Design Firm   | Research design and architecture competitions and submit entry (drawings, models and designs) on behalf of the firm. Translate website into English for architecture firm.   |
| Architecture               | Italian Architecture & Landscape Design Firm  | Assist architect with major landscape project in and around Rome. Translate website into English for architecture firm.  |
| Architecture               | Italian Architecture & Urban Planning Firm    | Archive photo displays and architect's designs. Blog about architecture and cultural happenings in Rome for architect's website. Assist with modeling and drafts.  |
| Art                        | Photographer                                  | Assist local photographer on photo shoots and post-production. Assist photographer with marketing his services to new clients. Manage photographer's social media outlets and English portion of his website.  |
| Art                        | Photographer                                  | Assist photographer on photo shoots. Help Photoshop photos for ad campaigns. Assist photographer with blog on pets.  |
| Art                        | English Theatre                               | Assist production staff (lighting, sound and readings) with the play. Update the theatre's social media. Assist with marketing and PR for the play. If intern is interested, there is also the possibility to perform.                                 |
| Community Services         | Non-Profit Charity Organization               | Preparation and distribution of breakfast and dinner to the homeless. Assist updating the organization's website in English. Manage Social Media outlets in English and Update resources/services guide for homeless and needy. Generic clerical work. |
| Community Services         | Jewish Cultural Center                        | Help children with homework. Teach English and Hebrew lessons to the children. Engage in extra-curricular activities with the children.  |
| Community Services         | Children's Orphanage                          | Help orphans with homework. Teach English lessons to the orphans. Engage in extra-curricular activities with the children.   |
| Community Services         | Catholic Non-Profit Organization              | Assist with the distribution of dinner and toiletries to the homeless and needy.   |
| Community Services         | Refugee Center                                | English language and/or computer skills instruction to political refugees. Assist with soup kitchen duties. Organize arts & crafts and sports activities for the refugees.   |
| Community Services         | Non-Profit Organization dedicated to the Arts | Assist Non-Profit with grant writing to fund the art projects along the Tiber River. Create database of possibl donors. Event planning. Blogging on cultural events and other happenings.  |



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| Culture      | Contemporary Art Museum                     | Act as a cultural mediator and engage in conversation with visitors on the artwork at the museum. Assist visitors with other useful information pertaining to the museum. Generic clerical work.  |
| Culture      | Pop Art Gallery                             | Act as a cultural mediator and engage in conversation with visitors on the artwork at the museum. Assist visitors with other useful information pertaining to the museum. Work with visiting artists with preparation of their exhibits. Generic clerical work. |
| Culture      | Pop & Contemporary Art Gallery              | Act as a cultural mediator and engage in conversation with visitors on the artwork at the museum. Assist visitors with other useful information pertaining to the museum. Work with visiting artists with preparation of their exhibits. Generic clerical work. |
| Culture      | Cultural Heritage Preservation Organization | Assist on-site with excavations and/or digs. Grant writing for funds. Research. Blog posts on cultural preservation and/or events happening in Rome.  |
| Culture      | Library                                     | Assist librarians with archiving and cataloging books. Assist staff with organization of events at library. Provide visitor information. Generic office duties.   |
| Culture      | English Language Magazine/Pocket Guide      | Write reviews on events and tourist attractions for magazine. Translate articles. Generic clerical work.  |
| Culture      | Sustainable Food Tour Company               | Write blog posts on cultural happenings and events throughout the city. Update travel company's social media. Shoot video of cultural walks and tours. Generic clerical work.   |
| Culture      | Sustainable Food Organization               | Assist staff with website in English. Assist with creation of newsletters and publications in English. Give information in English about the food producers to tourists at the weekend open air market. Generic clerical work.                                  |
| Health       | Italian Dental Studio                       | Observe dentist/orthodontist treat patients. Assist dentist with procedures such as handing him/her tools during dental treatments. Generic office duties.  |
| Law/Politics | Italian/International Law Firm              | Assist attorney with legal briefings. Research for cases. Translation and proofread articles.   |
| Law/Politics | American Political Party                    | Assist American political party (Italy chapter) with the organization of events. Updating Social Media outlets. Phone banking during elections.   |
| Law/Politics | Italian Political Party                     | Assist with research for one of Italy's most controversial political movements., Manage social media outlets for the political movement in English and write articles in English for the blog. Attend press conferences and rallies.                            |
| Media        | International TV News Agency                | Research news stories for reporters. Conduct on and off-camera interviews. Record voice overs for TV news packages. Update agency's social media.   |



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| Media                          | English Language Magazine                                  | Write reviews on events and tourist attractions for magazine. Translate articles. Generic clerical work.   |
| Non-Governmental Organizations | NGO dedicated to offering assistance to political refugees | Assisting physicians and psychologists in offering medical and psychiatric assistance to political refugees through their 'A Trailer for Rights' project. Staff also assists refugees by accompanying them on medical and psychiatric visits. Assisting refugees with other resources such as where to find food and sleep. Generic clerical work. |
| Public Relations               | Art/Ceramics Gallery                                       | Research potential clients for ceramics/painting school. Assist with marketing campaign for the ceramics gallery. Assist local and visiting artists with planning their exhibit. Updating social media outlets.  |
| Public Relations               | English Language Magazine/Pocket Guide                     | Write reviews on events and tourist attractions for magazine. Translate articles. Update events calendar. Update magazine's social media   |
| Public Relations               | Italian Rugby Team   | Assist Press Office with writing press releases in English. Assist with team's social media in English. Assist event planning office with organizing events and activities. Generic clerical work.   |
| Public Relations               | Italian Advertising Firm                                   | Assist company with advertising campaigns and logo design. Generic clerical work.  |
| Public Relations               | Public Relations Specialist                                | Assist PR specialist with updating media contacts database in Italy. Research and contact travel and food editors with specialty interest stories. Assist PR specialist with event planning and other tasks.   |
| Public Relations               | Food, Wine & Travel Writer                                 | Blogging about food. Updating Travel/Food writer's social media outlets. Assisting writer with mobile apps. Event planning.  |
| Public Relations               | Wine Education Culture Company                             | Blogging about food and wine. Researching potential clients and companies interested in doing wine courses. Creating video and photo content for the company's website.  |
| Public Relations               | Small Food, Wine & Travel Company                          | Assist with company's marketing & PR. Write newsletters to send to former clients. Write blog postings for company's blog. Update social media outlets.  |
| Public Relations               | Sustainable Travel Company                                 | Write blog posts on cultural happenings and events throughout the city. Update travel company's social media. Shoot video of cultural walks and tours. Generic clerical work.  |
| Public Relations               | Luxury/Elite Travel Company                                | Assist with company's marketing & PR. Write newsletters to send to former clients. Write blog postings for company's blog. Update social media outlets.  |
| Public Relations               | Travel Company   | Assist with company's marketing & PR. Write blog postings for company's blog and update social media outlets. Create promotional videos (if possesses the skills).   |



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| Public Relations | Specialty Tour Company (Tram) | Assist with company's marketing & PR. Write newsletters to send to former clients. Write blog postings for company's blog. Update social media outlets. |
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## INTERNSHIPS IN MADRID

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| Art                | Graphic Design Studio                                     | Assist with specific aspects of the design and production process of company's project, Participate in concept brainstorming and product design ideas, Editing web and social media as well as office documents in English. *Creative/Arts background preferred.  |
| Art                | Motion Graphics Animation Studio                          | Research potential clients based on the history of projects developed by the company, Create a database with collected data, and presenting report on findings to CEOs, Contributing to creative projects if artistic sensitivity is shown, Editing web and social media as well as office documents in English.  |
| Business           | International Consulting Firm                             | Conduct research for assigned projects, Develop materials for assigned projects in Illustrator format, Present reports on research findings, Collaborate with team to achieve project goals and client satisfaction.  |
| Community Services | Non-Profit Association (Prostitution & Human Trafficking) | Translate important documents about Human Trafficking from Spanish to English such as reports from other organizations, literature on the subject of Human trafficking or communications between the office and other European organizations; Conduct small classes on English language at different levels with women involved in the organization. Classes are very informal and more of an opportunity to talk and support women who are more or less isolated from the outside world; Collaborate with the team volunteers and social workers in all support plans. |
| Community Services | Non-Profit Association (Immigrant Linguistic Interaction) | Keep a blog on experiences and participation in the organization's activities, Create a database for small lending library, Research on new funding options for the organization, Assist teachers with the English classes in any tasks needed: materials, instruction, conversation support, etc., Collaborate with the team volunteers and teachers in all activities and initiatives.  |
| Community Services | Online Petition Platform                                  | Review Petitions and choose the best or the one that has potential to WIN following the steps outlined to process petitions; Communicate with creators of Petitions as well as media, Start a campaign on a specific topic selected by the team: conduct research, write a petition, and follow up on results, Complete other research and office tasks as needed.  |



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| Development  | Environmental & Conservation Foundation | Utilize different channels to reach out to potential partner organizations and individuals and build the support base who will make the October event a success, Conduct research to evaluate crowd funding as part of the event’s fundraising initiatives, Report findings directly to Marketing Director, Edit office documents in English.   |
| Education    | Catholic Semi-Private School            | Assist a teacher in the classroom with class activities, Encourage oral practice in English, Act as a role model for correct pronunciation and grammar, Collaborate with teaching staff in creating teaching materials and planning classes, Teach students and staff about their country’s culture.  |
| Education    | Non Profit Education Organization       | Work with kids 6 to 8 years old in after-school program and in Colonias Urbanas (Urban Colonies) with homework, food distribution, and center activities, Assist educators when having guided talks, classroom time, and outside activities, Plan and participate in socio-educative and recreational activities.   |
| Education    | Non Profit Education Organization       | Assist a teacher in the classroom with the spring English classes for children, Administer activities, crafts, and the Spring Musical for children's classes, Plan and coordinate the July Summer Camp program: creating PowerPoint presentations, worksheets, and helping in the organization of the camp, Supervise and assist in the leading of camp activities and events.  |
| Health       | Genetic Diagnostics Research Center     | Research key trends of diseases and technology innovations in the area of public health, Write a report that consists of the following components: key trends of specific diseases, technology innovations, company (competitor) profiles, and market outlook, Collaborate with staff in updating the English version of official website.  |
| Law/Politics | European Think Tank                     | Conduct research on EU international relations with other countries, Prepare an overview of pertinent issues in order to contribute to the in-house dialogue regarding the direction of the organization's research, keeping in mind the aim to secure a contractual agreement for a joint-research project between the organization and other institutions, Contribute to future official publications.  |
| Media        | Film Distribution & Production Company  | Read scripts that may potentially be purchased and distributed, Construct a detailed “coverage,” and script report which summarizes, analyzes the script based on content, style, form, creativity, and character/plot development, Assess whether script has potential to thrive in Spanish market, Present information to company CEO’s, Research competitor’s marketing tactics for similar films, and construct a marketing plan for own films that can compete, Brainstorm different prizes, activities, etc. that can engage the target audience, Complete other research and office tasks as needed. |



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| Media            | Film Distribution Company               | Read scripts that may potentially be purchased and distributed, Participate in film screenings and press conferences as needed, Research competitor’s marketing tactics for similar films, Develop marketing plans for films to be distributed, Present information to company CEO’s, Complete other research and office tasks as needed.   |
| Public Relations | Social Media Analytics Company          | Collect data via the biggest social media networks on the internet by searching different domains and social interactions, Use collected data to run algorithms to analyze clients’ social noise on the internet, Write reports on data finding, Post on company's blog in Spanish, Research venture capitals that are investing in similar companies that are located in either California or New York to explore possibilities for international expansion. |
| Public Relations | Environmental & Conservation Foundation | Assist in the development of specific online platform project that aims at pinpointing the natural, socio-economic, and cultural resources of Spanish rural areas, Add content to online tool, and create strategies to increase its social media presence, Support the development of smartphone applications to accompany online tool, Complete other research and office tasks as needed.  |

**Categories**

**Art:** *Photography, Graphic Design, Fashion, Theater Production*

**Architecture**

**Business**

**Culture:** *Archaeology, Museums, Tourism*

**Development:** *Economic Development, Philanthropy, Fundraising*

**Community Services:** *Social Services, Children/Orphans, Gender/Women*

**Data Collection:** *Research-Based Organizations*

**Education**

**Law/Politics:** *Law, Policy, Social Services (Government provided)*

**Health:** *Psychology, Clinical Work, Health Services, Disease Prevention, Medical*

**Media:** *Film, TV, Radio, Publishing, Journalism*

**Non-Governmental Organizations (NGOs)**

**Public Relations:** *Marketing, Social Media, Communications, Advertising, Event Planning*

**Technology**