



...el arte de la convivencia...

Internships in Intercultural Projects of Arco Forum

Arco Forum is a non-profit organization whose purpose is to promote cooperation, tolerance, respect, and intercultural and interreligious development, by establishing genuine channels of communication and understanding within different cultures. Following this primary objective, the association strives to promote peace in the world and contribute to harmonious coexistence between various cultures, ethnic groups, religions, and races.

Arco Forum serves as an outlet for knowledge and communication created to help eradicate stereotypes and prejudices, organizing academic and cultural activities, symposiums, concerts, conferences, and workshops, as well as meetings between communities and cultural exchange trips to build bridges to promote peace.

Arco Forum was born with the objective of advancing social cohesion by connecting communities through dialogue and open discussions on a wide range of social issues fostering democracy, human rights, the non-instrumentalization of religion in politics, equality, and freedom of expression.

Arco Forum offers an internship opportunity for university students and graduates at the headquarters located in Madrid for a period of 4 to 6 months. The candidates we are looking for will have to meet the following criteria:

- Students in their last year of a degree, graduate or postgraduate students preferably in the following fields: international relations, sociology, European studies, political science, economics, public policy, or similar areas
- Embrace a positive attitude and significant interest in international affairs, the EU and its policies, the SDGs, and the environment
- Display knowledge and experience in writing project proposals at a local, regional, state and EU level (projects managed by the European Commission and National Agencies, Erasmus + KA2 programs, etc.)
- Demonstrate the ability to conduct critical research and analysis
- Demonstrate the ability to learn quickly and work in a team
- Possess sound knowledge of English and Spanish, both written and spoken. Knowledge of other languages, such as German, French, or Arabic, will be remarkable
- Embody good social skills and motivation to work in a multicultural environment



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The tasks to be performed are:

- Discover and stay informed about the local, regional, state, and European Union funds/subsidies
- Prepare and develop proposals for European projects (among others) that are in line with EU policies and the objectives of Arco Forum
- Help the organization in the management of projects and events
- Conduct interviews and write event reports
- Aid in the development of the communication strategy, social networks, and institutional relations
- Conduct research on issues related to corporate objectives and EU policies and also UN Sustainable Development Goals (SDGs)
- Carry out website content management, photo and video capture, and editing
- Answer phone calls and institutional emails
- Translate texts into Spanish from other languages and vice versa.

Those interested can send their CV and cover letter to info@arcoforum.es. Please note that only those selected for a subsequent interview will be notified.