

ERASMUS internships offer by the consortium EDUCA

Cultural Management in CENTRO CHECO MADRID

EMPLOYER INFORMATION	
Receiving organization (name, address)	Centro Checo Madrid, Avda. Pío XII, 22-24. 28016 Madrid, Spain
Short Description of the organization/company	The Czech Centre's mission is to actively promote the Czech Republic by showcasing Czech culture in Spain. Its programme covers visual and performing arts, film, literature, music, architecture, design and fashion. As well as hosting its own events, the Czech Centre offers support for other groups organising Czech related initiatives in Spain. The centre also seeks to further enhance cultural relationships between Spain and the Czech Republic through curatorial visits, media tours and artistic residencies; helping to generate creative dialogue among artists, scholars and cultural activists from both countries.
Contact	educaops@gmail.com

PLACEMENT INFORMATION	
City, State	Madrid, Spain
Description of activities the student will be involved in	<ul style="list-style-type: none"> • Taking part in organisation of cultural events • Assistance with daily administrative tasks • Translations from Spanish to Czech And with relevant skills and knowledge also: <ul style="list-style-type: none"> • Work with social media • Taking part in the production, PR and marketing agenda of the Czech Centre Madrid • In-depth work on a specific project of own choice or a project presented to us by the intern
Department / Function	Trainee in cultural management
Duration	3 - 9 months
Working Hours/Weekly Hours	Full time
Help with finding Accommodation or any other Contributions or help from the organization	Contribution to city transport
Other	no

REQUIREMENTS	
Trainee	Student, graduate
Computer skills	user
Oral and written language skills	Min. B2
Drivers license	no
Other requirements	

Work areas	<ul style="list-style-type: none">• Administration• Organisation• Translation• Social Media• Production• PR and Marketing
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Experience of our participants are found on our website www.educaops.eu
For more information don't hesitate to contact your Erasmus coordinator or Educa o.p.s.