

Internship – International Sport for All Project Coordination and Business Development

TAFISA (The Association For International Sport for All – www.tafisa.org) is the leading international Sport for All organisation. We strive to raise awareness about the benefits of Sport for All and physical activity worldwide and our vision is to create a better world through Sport for All. We support the promotion of Sport for All and physical activity through our network of over 360 members across 170 countries, and work with the International Olympic Committee, the European Commission, UNESCO, WHO or the International Council of Sport Science and Physical Education (ICSSPE), among others.

We are looking for motivated, autonomous, and open-minded students who are available to commence an internship starting from September 2020. You must be currently enrolled in a University degree, willing to do an internship of 4 to 6 months and have an interest in international and team work, as you will liaise directly with the various staff members and managers, as well as external partners worldwide.

As an intern in the TAFISA Office, you will be integrated into various projects, included in planning for future activities and events, as well as have hands on experience on how an international sport organisation operates.

Tasks will include:

- Project coordination and tasks associated with the delivery of Erasmus+ Projects.
- Planning and coordination for flagship TAFISA events, such as the World Sport for All Games, World Congress and World Walking Day
- Development and implementation of activities relating to TAFISA's Membership Engagement Strategy to improve the member experience.
- Business development activities (e.g. research associated with new business opportunities, project proposals, fundraising, grant applications, etc.).
- Follow up of day-to-day activities to support the Business Development and Fundraising Manager.

Essential skills and qualifications:

- English Level: Fluent, B2/C1 minimum and firsthand experience of working/studying in English.
- Excellent written and verbal communication skills (this must be shown via an example of written text).
- Current enrollment as a student in a University degree (preference given to those studying sport and physical activity, international development, business development, or a related field).
- Interest in non-profit work and the grassroots sport movement.
- Quick learner and forward thinker who can preempt issues before they arise.
- Self-motivated, enthusiastic and team-player who is also able to work independently.
- Ability to multitask and work towards competing deadlines by prioritising workload.
- Excellent knowledge of the Office suite (Word, Excel, PowerPoint, etc.)
- Willing to relocate and work in Frankfurt am Main, Germany.

Interested students may send their applications with a CV, Cover Letter, and an example of written English of approximately 350 words (e.g. an extract from a University assignment).