



Internship Position : Marketing and Communication Intern

How To Apply?

Send in your resume to secretariat@humanitarianaffairs.asia

Humanitarian Affairs – Internship Program is where interns take on life lessons to prepare themselves, in coping with the uncertain world. Through this placement, interns will hammer in values, such as perseverance and the spirit of resilient. Interns will learn collaborative skills and the values of radical ideas.

At times, the works may seem repetitive, but often, it is in trying to recover from the failures that interns learn new skills. This internship program enables interns to extend their learning beyond the classroom and enhance their abilities to think on their feet and be resourceful.

A key component of this specialised program is the deliberate effort to “get out of the way” of learning, to recognise and nurture interns’ initiatives by providing them with an avenue to connect with the real world of business. The Organisation believes that changes to fundamental intentions and human capacities are needed to prepare emerging global leaders to face the new world order.

To be a great leader, one must possess the spirit to overcome challenges, and have the abilities and foresight to discover oneself.

Watch this video to have a better understanding on the type of projects that you will be working on :

[Leadership Project in Social Change](#)

Learning Objectives

1. Teamwork
2. Written and tele-communication skills
3. Flexibility, adaptability
4. Self-management
5. Persuasion skills
6. Problem-solving
7. Professional writing
8. Marketing skills
9. Working in an intercultural environment
10. Working under pressure
11. Public speaking
12. Research skills
13. Event management during the conference
14. Leadership skills

Qualification

1. Intelligent and quick witted, able to rapidly assimilate new products and services
2. Fluent in English
3. Excellent oral communication skills and superb listening skills
4. Professional phone manner with a consultative approach and tone of voice
5. Highly organised and self-motivated with the ability to prioritise tasks
6. Confident in overcoming rejection and setting challenging goals on a daily basis

Job Description

1. Call and maintain relationships with the Organisation's clients.
2. Establish new relationships by researching, adding and developing new clients
3. Maintain existing client relationships
4. Collate information on prospective clients
5. Actively manage the client database to ensure information is accurate and kept up to date
6. Identify past prospects due for follow up calls
7. Produce weekly reports on activity levels
8. Maintains operations by following policies and procedures
9. Maintains quality service by following organization international standards
10. Influence potential customers to support a program or service or to make a donation
11. Contact businesses or private individuals by telephone / Skype in order to obtain support for our programs or services, or to request donations for charitable causes
12. Explain products or services and prices, and answer questions from customers

Benefits

1. To work and live in one of the top 20 most popular tourist destination in the world. Basic accommodation is provided.
2. To have the privilege to be part of the high level international conference.
3. To work for a cause and to do something for the humanity.

