Call for Applications
Web-Based Volunteers in Europe

Position: Volunteer/Internship
Location: Web-Based
Start Date: By arrangement
Duration: Six to twelve months – extendable upon agreement
Deadline: Year-round

Summary:
PROJECT-E is looking for highly motivated students, recent graduates or young professionals who are interested in the fields of NGOs, women empowerment and education, to support PROJECT-E Team Europe in a web-based bases.

About the Organisation:
The PROJECT-E team consists of about twenty students and young professionals living and working all over Europe and North America. Together, they are managing the European organisation, as well as coordinating and discussing the development of the project in weekly calls. Most importantly, they all work voluntarily.

Team Europe supports the PROJECT-E Hospitality Institute in Addis Ababa, the capital of Ethiopia, forty young women from destitute social backgrounds get the yearly chance to pursue a two-year program in hotel operations. Furthermore, they receive social and financial support. Ten local staff members and several international and local volunteers run the project and its daily operations under the supervision of a project manager and a country representative.

Your Responsibilities:
• As a member of Team Europe and depending on your interests and qualifications, you will join one of the departments: Public Relations and Communication, Fundraising, Finance or Talent Management.
• Tasks will vary depending on the department and the project’s needs. Feel free to contact us for more information.

Requirements
• High motivation and the ability to work independently
• Workload: approximately 5 hours per week
• Good knowledge of MS. Office applications
• Advanced knowledge of the English language

PROJECT-E offers
• A high level of responsibility and independence
• The possibility of making a substantial difference in the life of 40 women per year and the opportunity to give our project your personal touch
• An inspiring work atmosphere in a young and motivated team
• Practical experience in an international non-governmental organisation
• The option of going to Addis Ababa and working for the project on the ground
• Bi-annual meet up opportunities and a chance to connect with other like-minded professionals

How to Apply
To apply for this opening, please go to apply.project-e.eu and follow the application process. In your cover letter, please indicate your motivation to volunteer with PROJECT-E and your available start date. If you have any questions about this opportunity, please email: talents@project-e.eu.