

Internship (100%) Communication and Events

Since its creation in 1998, seecon has initiated and managed a multitude of local and international projects developing products and services in the following thematic areas: Circular Economy and Resource Management, Regional Development, Climate Change, Sustainable Sanitation and Water Management, Organisational Development, Change Management, Business Development and Sustainable Tourism. The core services of seecon include training and consulting services, business development and coaching as well as facilitation and coordination of participatory processes. Our customers are government bodies, private companies, NGOs as well as educational and research institutions.

seecon has initiated and manages the Sustainable Sanitation and Water Management Toolbox (www.sswm.info) and cewas – the international centre for water management services (www.cewas.org).

At its headquarters in Bern seecon is offering an internship from the end of January until the end of August 2019 (or upon agreement) with a focus on:

- Content management and further development of the [SSWM Toolbox](#), f.ex. development of online course material “Entrepreneurship in Resource Recovery and Reuse”
- SSWM communication: newsletters, social media, campaign planning and more
- Event organization, participant logistics and facilitation support for the [cewas Start-up Programme](#)
- Event organization and participant logistics for the [AGUASAN Workshop](#)

We are looking for an intern with the following profile:

- At least Bachelor degree in the areas of Business Administration, Communication, Sustainability Studies, Social Sciences or similar, Master degree is a plus
- Excellent English language skills, good German language skills
- A strong interest in international development cooperation, sustainability and entrepreneurship
- IT affinity and first experiences with online marketing, website management, communication or multimedia production are a plus
- Committed, open-minded and proactive attitude
- Creative, communicative and good writing skills with attention to detail
- Strong organizational skills and independent worker with ability to cope with creative chaos
- Valid working permit in Switzerland

What we can offer:

- The chance to shape the innovative projects of seecon and get insight into a small social enterprise
- A dynamic and international team with a passion for change
- A workplace right next to the train station of Bern
- A competitive internship salary

If you are interested and can identify with this position, please send your application in English by November 18th to Tandiwe Erlmann (tandiwe.erlmann@seecon.ch). Please include your CV, any relevant references and a 3-minutes video explaining your motivation and fit for the position.