

Junior Communications Manager (Internship)

Leb Bunt e.V. is a German non-profit organisation that promotes intercultural togetherness and elderly care at the same time.

Leb Bunt e.V. stands for diversity. We create an inclusive and safe environment where our team members can be themselves and develop their true selves. We are a member of the Charter of Diversity e.V.

Currently, we are looking for an intern (min. 20h/week) for three months starting immediately to support our rapid growth.

Since we are a very small organization, the internship is unfortunately unpaid.

What does an internship at Leb Bunt e.V. look like?

From the first day on, you will be given challenging tasks to drive the development of the entire organization and you will work on them mostly on your own responsibility.

We want you to gain as much experience as possible in different areas during your internship and learn to think and act like an entrepreneur.

Would you like to help us help others? And become part of a great team at the same time?

Your tasks - this is what awaits you:

- You will be responsible for planning, building and managing the NGO's communications.
- You work closely with the marketing team in the development of campaigns.
- You optimize and develop internal and external communication channels and processes.
- Identifying, preparing and sending news and monthly newsletters.
- You select suitable tools by means of which information is disseminated in a strategic and targeted manner.
- You generate target group-oriented communication.

Your profile - what you should bring with you:

- You are studying or have studied business administration, communication, marketing, public relations or a comparable course of study.
- You have already successfully demonstrated your strong writing skills, creativity and excellent communication skills.
- You are quick on the uptake and interested in familiarizing yourself with new topics.
- You are characterized by a high degree of motivation, commitment and initiative.
- You distinguish yourself through a structured, creative and independent way of working as well as a high performance motivation and are a true team player (m/f/d).
- You communicate fluently in English.
- You can communicate good in German

**You don't meet all the requirements, but you are motivated and want to learn something new?
Please contact us! For us, motivation is much more important than experience!**

Our offer - we offer:

- A young, dynamic, multicultural and motivated team.
- A versatile, varied job with a high degree of personal responsibility.
- A culture of appreciation towards all team members and a good working atmosphere.
- A high degree of personal responsibility, versatile tasks and short decision-making processes with flat hierarchies.
- The opportunity to contribute and implement innovative ideas and the chance to develop yourself personally.
- You can work at home in our home office or in our office in Munich-Ostbahnhof.
- The internship is unpaid. In return, we offer an excellent, priceless working and learning environment in which you can develop yourself further.
- You can organize your time yourself.
- We offer a travel allowance to the MVV.

Are you interested?

Then we look forward to receiving your application! Just send us your CV to people@leb-bunt.org.