

TN Form Details	
TN ID	TN-In-PL-PO-2009-1692
Raised By	TN Manager, Email: michal.topor@aiasec.net
Organisation Name	Enterprise Incubator '09
Name	Kuniszyk, Anna
Organisational Position	OCP
Committee	AIASEC POZNAN, POLAND
Status	Available
Exchange Type	Development Traineeship
TN Link	<a href="http://www.myaiesec.net/exchange/viewtn.do?tnid=100024054">http://www.myaiesec.net/exchange/viewtn.do?tnid=100024054</a>
Internship Description	
Internship Title	-
TN Fee	US \$0
Internship Focus	Education, Entrepreneurship
Field of work	Economics, Marketing, Human Resource, Cultural Education
Working Hours	9:0 TO 16:0 With a total of 35 hours per week Saturday work None
Payment	Salary in US \$100
Payment Rate	Monthly
Department in which the Intern will be	Interns will be running workshops in

working	high schools in Wielkopolska region
Job/Task Description 1	OBLIGATORY presence at the preparation seminars -26th November –30th November whereby interns learn how to successfully lead their own workshops. Trainings will be run for them by external companies, partners of the projects or AIESEC members.
Job/Task Description 2	<b>Create contents of the workshops</b> with the use of the information acquired from the provided trainings and materials received before the arrival.
Job/Task Description 3	Core work: <b>02.11.09-20.12.09</b> - running workshops at schools (3-5 days a week) in <b>groups of 2-3 for groups of approximately 25 pupils</b>
Job/Task Description 4	1st day –<b>ice-braking sessions with students.</b> The promotion & presentation of an intern's country(multimedial presentation, games), tolerance and cultural sensitivity and diversity
Job/Task Description 5	2nd day – <b>stress on entrepreneurship</b> – what does it mean to be entrepreneurial? how to set up one's own company, market research, leadership role & positioning
Job/Task Description 6	3rd day – <b>focus on public speaking, stress management, time retrieval, others thematic seminars</b>
Details of the working details	1.Computer provided

	<p>2. Internet Access provided</p> <p>3. Other Conditions: Flipcharts, markers, in most of the schools beamers.</p>
<p>Measurable results expected from the intern</p>	<p>&lt;ol&gt;</p> <ul style="list-style-type: none"> <li>&lt;li&gt; It is expected that after the project pupils will be inspired and motivated to be entrepreneurial and be proactive.</li> <li>&lt;li&gt; High schools are satisfied with high quality of the workshops.</li> <li>&lt;li&gt; All stakeholders know what AIESEC is and have the positive image of the organization.</li> </ul> <p>Transmit project's aims and key messages through: running workshops on the highest level</p> <ul style="list-style-type: none"> <li>&lt;li&gt; Attending extra meetings with pupils</li> <li>&lt;li&gt; Being a perfectly prepared and flexible trainer and the inspiration for young people</li> <li>&lt;li&gt; Be the AIESEC ambassador through: Transmitting AIESEC values and opportunities building a positive brand while conducting workshops and during home stays at pupils' places.</li> </ul> <p>&lt;/ol&gt;</p>
<p>Key learning points that the intern might obtain during the internship</p>	<p>&lt;ol&gt;The 1st week of the project – seminars - will be totally devoted to interns' development.&lt;/ol&gt;</p> <p>&lt;ul&gt;The whole group of trainees will participate in numerous trainings such as:</p> <ul style="list-style-type: none"> <li>&lt;li&gt; Team building</li> <li>&lt;li&gt; Public speaking</li> <li>&lt;li&gt; Autopresentation</li> <li>&lt;li&gt; Entrepreneurship</li> </ul>

	<ul style="list-style-type: none"> <li>&lt;li&gt;Basic of psychology</li> <li>&lt;li&gt;Trainers skills</li> <li>&lt;li&gt;Team work</li> <li>&lt;li&gt;Motivation tools</li> <li>&lt;li&gt;Intercultural communication</li> <li>&lt;li&gt;Polish culture</li> <li>&lt;li&gt;Time management&lt;/ul&gt; <ol style="list-style-type: none"> <li>&lt;ol&gt;Insight into the Polish culture while being hosted by polish families.&lt;/ol&gt;</li> <li>&lt;ol&gt;Participation in local committee activities&lt;/ol&gt;</li> </ol> </li></ul>
<p>Preparation required from the intern before arrival</p>	<ol style="list-style-type: none"> <li>&lt;ol&gt; <ul style="list-style-type: none"> <li>&lt;li&gt;Training materials – please get acknowledged with the preparation package that which will be sent to each intern up till one month before arrival.</li> <li>&lt;li&gt;Each intern is to prepare a multimedia presentation about himself/herself as well as about the country that he/she comes from. It would be perfect to have some traditional clothes and materials (souvenirs, specific tools, gadgets etc.) connected with intern’s country.</li> <li>&lt;li&gt;Some insight in the field of Corporate Social Responsibility has to be gained from the intern’s country before arrival too.</li> </ul> </li> </ol>
<p>Additional information which a potential candidate may require for the internship</p>	<p>Weekends are free. Accomodation is provided. Interns are expected to possess fine communication and self-presentation skills as well as the ability to carry out workshops and trainings. - highly recommended the experience in methodology or education issues.</p>

	Multinational character of the internship means the need to be prepared for international team-working. Wide knowledge on subject matter
Organisational Preferences	
Internship Earliest Start Date	19.10.2009 (Required)
Internship Latest Start Date	20.12.2009 (Required)
Minimum Duration	6 Weeks (Required)
Maximum Duration	8 Weeks (Required)
Degree	Undergraduate (Required)
Backgrounds	
Business administration	Introductory Manag. / Business Admin. (Preferred)
Cultural Education	International Education (Required)
Economics	Introductory Economics (Required)
Marketing	Introductory Marketing (Required)
Social sciences	Sociology (Preferred) Psychology (Preferred)
Skills	
Computer	Internet Users skills (Required) PC user skills (Required)
Professional Skills	Training/ Facilitating skills (Preferred) Presentation skills (Required)
Languages	

Excellent	English (Required)
Regions	
Required/Preferred	Preferred
Geographical Region	World
Sub Region	
Language Zone	