

Position: Communication Assistant Internship

Duration: Ideally 6 months part-time - maximum 456 hours

Start date: ASAP

Internship agreement: Mandatory agreement with Alliance Française de Sydney

The Alliance Française de Sydney is a leading not-for-profit language and cultural organisation promoting Franco-Australian exchange. Established for over 130 years, it offers a wide range of French courses, cultural events, and services at its CBD and Chatswood locations. The AFS is renowned for its annual Alliance Française French Film Festival, which has become a significant event in Australia.

Our mission is to promote the French language and Francophone cultures in our state, enriching Sydney's cultural and linguistic diversity while connecting to the global network of Alliance Française branches.

Main tasks:

- Assist the team in creating content (articles, visuals, videos) for our various communication channels (website, social media, newsletters, etc.)
- Participate in managing and animating our social media to increase our visibility and engagement with our community
- Monitor social networks to keep abreast of trends
- Contribute to the promotion of Alliance Française de Sydney cultural events and courses
- Support the organisation of AFS events

Ideal profile:

- Studying communication or a related field
- Excellent writing and spelling skills
- Proficiency in communication tools and social media
- Proficiency in Photoshop, InDesign, Premiere Pro, Illustrator and Canva would be an advantage
- Autonomy, rigour, and initiative
- Ability to work in a team and adapt to an international professional environment
- Strong interest in cultural promotion
- For English speakers, an appetite for French culture
- For French speakers, minimum B2 level of English

Visa requirements:

Working Holiday Visa or any other valid work visa is required

Please note: The internship is unpaid. Transport expenses are reimbursed based on an Opal card fare of \$10 per working day, along with a daily lunch allowance.

Please send resume and cover letter in English to enquiries@afsydney.com.au