

## Interning with Musicians without Borders

Musicians without Borders is an international non-profit organization based in Amsterdam, the Netherlands. We use community-based music projects to support processes of reconciliation, healing and community building in conflict regions and in support of refugees in Europe.

We have ongoing projects in the Balkans, the Middle East, Central Africa, Northern Ireland and the Netherlands and organize regular trainings for professional musicians in Europe and the US.

We are looking for a part- or full- time intern in our Amsterdam office to assist with a range of administrative duties to support our ongoing programs and projects. Our interns are assigned to one primary project or area of work which can be linked to academic research or assignments required by the intern's university. A placement can range from a minimum of three months to a maximum of one year.

Primary responsibilities may include:

- Supporting organizational operations related to office and financial management
- Supporting logistics coordination of music-based events (advocacy and fundraising)
- Preparing/distributing printed and online communication/marketing materials targeting our supporters, including local and international musicians
- Researching content on music as a tool for social change as well as best practices in communication and fundraising strategy related to our projects and programs

Required qualifications and desired skills:

- Team player with ability to work independently
- Dynamic interpersonal skills and ability to interact with all levels of management
- Knowledge of/interest in the international development cooperation sector
- Excellent work ethic, excellent oral and written communication skills
- Excellent language skills in English, Dutch is an asset.

Availability: Part- to full-time placement (2-4 days/week)

Location: Amsterdam, the Netherlands

Applications are accepted on a rolling basis. To be considered for an internship placement, please send a CV and letter of motivation to [info@mwb.ngo](mailto:info@mwb.ngo)