

TRAINEESHIP OPPORTUNITIES WITH ALDA

Why a traineeship with us?

ALDA's idea of traineeship is offering young people the opportunity to grow professionally in the field he or she would like to build a career in.

We all remember how tough it was to access the working environment, and we have a vivid memory of our first experiences and mentors. That's why we offer traineeships within our organisation, and make sure they represent a cornerstone in trainees' development.

We are not looking for people to make coffee – we do manage this crucial task pretty well. We need people with fresh ideas and creativity, enthusiasm, and willingness to be part of the team of ALDA.

We do provide internship opportunities as:

- Project Manager Assistant
- Project Developer Assistant
- Assistant to the Secretary General's Office
- Communication Support

During your traineeship experience with ALDA, you will have the opportunity to develop a set of useful skills:

Professional skills

- Learn how an international, complex, 15-years-old NGO works
- Get familiar with the topics of local democracy, decentralisation, citizens' participation, and inter-ethnic dialogue
- Get specific training by ALDA staff on our different activities and routines, and always be supported in your learning experience
- Get familiar with European, national, local institutions, as well as with the civil society organisation landscape in Europe and its Neighbourhood
- Practice your language skills while communicating with different stakeholders (colleagues, LDA delegates, members, potential members, institutions, ...)
- Get experience in project drafting and management
- Be part of the editorial team coordinating the citizens' journalist initiative
- Know in real-time EU initiatives and programmes
- Gain specific skills in the field you have chosen, and get ready to start a new working experience

Personal skills

- People are not numbers to us. Your ideas and suggestions are taken into consideration as you will be part of ALDA's team

- Inspiring working environment – according to our former trainees!
- You will get more confident in written and oral communication – you will fully represent ALDA in international meetings, delivering speeches and presentations in front of different audiences
- Do you like meeting new people, travelling, and challenging yourself with new activities and tasks? If the answer is yes, you'll have what you look for!

How does ALDA support its former interns and capitalize their experience?

Help them in their careers and growth:

- A section in our monthly newsletter dedicated to trainees and former trainees, to promote the learning experience within ALDA, presenting the successful experiences
- By encouraging our members and partners to inform us anytime they have vacancies and sharing this to our ex-trainees

Incubator

- By empowering them to kick-off a project, within ALDA's premises and with possibility to ask the staff for advice and assistance
- Extending the incubator possibility to ALDA's members who are willing to engage in this opportunity
- By co-managing the volunteering association and its activities

Antennas for democracy within citizens' journalist activities

Former trainees can send their articles, videos, news on topics related to the mission of ALDA – either from their perspective, or from colleagues, friends, and acquaintances, within our citizens' journalist initiatives. This will ensure a coverage by young people who are fully aware of our work, commitments, and activities.