

JOIN OUR TEAM!

INTERN PROGRAM ASSISTANT (BERLIN)

STARTING DATE	ASAP
CAPACITY	Part or full-time (20–40hrs/week)
LOCATION	Berlin
DURATION	3 months – unpaid internship



ABOUT US:

ReDI School of Digital Integration is a **non-profit digital school** for underprivileged tech talents and underrepresented communities. We offer our students high-quality **tech education** and **career development services** together with our **partner companies** from the digital industry. By providing our students with valuable digital skills and a strong **professional network**, we help create new opportunities for our students and accelerate their (job market) **integration** in Germany.

ABOUT THE ROLE:

You will be supporting the **Digital Women Program**, which aims at empowering women by offering training in basic computer skills, coding fundamentals and digital design. You will be working with a team of 6 caring teammates, and in very close collaboration with the **program managers** in the overall coordination and development of the program.

ABOUT YOU:

- **Team player** with strong **organisational** skills
- **English** language at a proficient level, **German** is a plus
- Proactive and able to **work independently**
- Interest in **project management**
- Strong **digital communication** skills (G Suite)

YOUR BENEFITS:

- **Flexible** working hours and home office/remote policy
- Become part of a fast growing social start-up in Berlin (2015), Munich (2017), Copenhagen (2019) and Düsseldorf/Duisburg (2020) that really **make a difference!**
- Bring in your ideas and **take responsibility** from DAY ONE
- Benefit from the strong partner and company **network** of the ReDI School: <https://www.redi-school.org/partners>



WHAT ARE YOU WAITING FOR?

E-mail hr@redi-school.org before **Jan 15th** and tell us why you are perfect for the job! Please include your CV and LinkedIn details.