



# INTERNSHIP PROGRAM

## Factsheet 2024

### DESCRIPTION

Interns will be placed in a customized internship placement in the professional area of their choice. They will be provided with meaningful work that aligns with their professional goals and develops desired skills.

### QUICKFACTS

- Minimum Duration - 2-6 Months
- Start Date - Beginning of Every Month (see below for specific dates)
- Time Commitment - Approximately 30 hours per week
- Internship Site Language - English or Spanish
- Language Requirement - Interns must have a B2 level of internship site language
- Age Requirements - 18 to 35

### INTERNSHIP AREAS

- Architecture
- Art & Design
- Business
- Education & Teaching
- Fashion
- Hospitality & Tourism
- IT & Computer Science
- Language & Translation
- Nonprofit Sector
- PR & Marketing
- Social Work

### INTERNSHIP PROGRAM REQUIREMENTS

- Age - 18 to 35 years old.
- Professional Experience - None required but ideally studying the subject of internship area
- Language - Proficient in Spanish or English (B2 or higher)
- Documents - Enrollment Form, CV with Photo, and Passport Copy
- Minimum personal liability insurance of 1,000,000€ (travel insurance)
- Min. 1 week of Spanish classes before starting internship placement

### INTERNSHIP PROGRAM PACKAGES\*

We offer three program packages for students:

PROGRAM PACKAGE	TOTAL WEEKS	INTERNSHIP DURATION	SPANISH CLASSES
<b>2 MONTHS</b>	8 WEEKS	8 WEEKS	2 MONTHS**
<b>3 MONTHS</b>	12 WEEKS	12 WEEKS	3 MONTHS**
<b>6 MONTHS</b>	24 WEEKS	8 WEEKS	16 WEEKS***

\*Customizable packages are available, ask our team.

\*\*Evening Group Course (16h per month).

\*\*\*The Group Course 20 is 20 lessons per week, 4 lessons per day. The goal of the 6-month program is to reach a high intermediate level of Spanish, allowing students to conduct an 8-week internship in Spanish.

### INTERNSHIP PROGRAM 2024 START DATES

The 2024 dates are as follows:

- January 2
- February 1
- March 5
- April 4
- May 7
- June 4
- July 2
- August 6
- September 3
- October 1
- November 5

## **SPANISH VS. ENGLISH-SPEAKING INTERNSHIPS**

Expanish offers the opportunity for applicants to participate in an internship with an English-speaking supervisor or a Spanish-speaking supervisor. In order to participate in a Spanish-speaking internship, applicants are required to possess a B2 level of Spanish by the start of their program. Applicants are required to complete an online written Spanish exam as well as an oral level assessment during their initial phone call with Expanish staff.

## **INTERNSHIP PLACEMENT PROCESS**

The placement process typically takes 8 weeks from the time we receive the application documents.

1. Intern sends application with the following documents
  - Enrollment Form, with up to 3 placement areas selected
  - CV with photo and professional objectives
2. Expanish staff coordinates for the intern to complete a questionnaire and complete an informational phone call with the internship coordinator to better understand their goals and background.
3. Expanish staff will select an appropriate internship site to present to the intern.
4. The applicant and site supervisor(s) conduct an interview via Zoom.
5. Expanish receives feedback from both the supervisor(s) and the applicant after the interview.
6. Both parties sign a commitment letter.

\*If feedback is negative from either intern or site supervisor, Expanish will provide 1 additional placement site to interview with. Additional sites after the initial 2 will incur extra fees.

## SAMPLE PLACEMENT SITES

Expanish selects placement sites with the following characteristics:

- High-performing businesses and nonprofits.
- Argentine and international entities
- Small and medium-sized companies
- Spanish-speaking and English-speaking offices

Here are general descriptions of internship sites to provide an idea of possibilities:

**Business:** Community-led organization whose objective is to inspire, connect and support startups and entrepreneurship in Buenos Aires.

**Art and Design:** Design company that creates customized design pieces using work from local artists.

**Education:** Nonprofit that uses environmental education to encourage social inclusion of mentally disabled individuals.

**Marketing:** Wine export company selling local products to international markets through local initiatives and online marketing campaigns.

**Non-Profit:** Foundation that researches respiratory diseases affecting children in Latin America such as asthma, bronchitis, pneumonia and the flu.

**Non-Profit:** Non-profit focusing on research and promotion of women's reproductive rights in Argentina.



## **SPANISH CLASSES**

Throughout the internship, students will take our Evening Group Course to improve their Spanish, which is twice a week from 7pm to 9pm. These courses are typically taken by students who are living and working during the day. They will be a great aid for students throughout their internship. The only exception to this is the 6-month program, which consists of 16 weeks of the Group Course of Lessons to be then able to do an 8-week internship fully in Spanish.

## **ACCOMMODATION**

Interns can live in Expanish housing for the duration of their internship even if they are not taking Spanish classes with us.

## **ORIENTATION AND SUPERVISION**

Interns will receive a comprehensive on-site orientation about Barcelona, work culture, health, and safety as well as general tips for life in the city. During the program Expanish staff complete evaluations with the intern and site supervisor to assure a positive experience. We also provide 24/7 emergency support.

## **NOTES**

- The internship placement process typically takes 8 weeks to complete.