



Akademia
Humanistyczno
Ekonomiczna
w Łodzi



Erasmus+

Position: Intern in International Departments

Application deadline: Winter semester: 30th June, Spring semester: 14th December

Duration: 2-4 months

Language skills: Fluent spoken and written English

Location: University of Humanities and Economics in Lodz/ Poland

Website: <https://www.ahe.lodz.pl/en/study-in-english> ; <https://erasmusplus.ahe.lodz.pl/en/>

We are looking for self- motivated and ability to use own initiative student, who has strong communication skills and is interested to conduct internship in both International Studies Centre (ISC) and International Projects Department (Erasmus+ Office).

Your role

Working as a mentor and buddy for both International and Erasmus+ students, helping with administration process in ISC and Erasmus+ Office. This vacancy will enable the intern to demonstrate communication skills, to take responsibility, to engage with a different cultures and to gain initial hands on experience.

Your qualifications

- Very good English speaking and writing skills.
- Good communication skills with other international and Polish students and staff.
- Basic knowledge in Microsoft Office usage (Word, Excel, Powerpoint etc.)

Your responsibilities

- Support in organizing various social activities and official events.
- Working as a mentor and providing general information for international incoming students.
- Support social media activities and website content.
- Help with current tasks in ISC and Erasmus+ Office.

We offer

- A friendly and international environment valorizing the sense of initiative and creativity.
- Free coffee, tea and some snacks
- Free card for public transportation (3 months)
- Possibility to join free classes at AHE

Testimonial

“It was amazing experince to do Erasmus+ intership at AHE in Lodz. I had a lot of chances to improve myself in my field. Also, I had oppturnities to get communication with international students and staff working in AHE. They were really friendly and helpful every time during my internship. By the way, the city is so attractive that you can find a lot of places to see around. When you come here, just live your life”.

Hülya Erez, Turkey