



Communications Internship Description

Overview

We are looking for an enthusiastic intern to join our Communications Team. They will be providing support to our Communications Manager with Social Media content creation, design, and translations. Fluency in both Spanish and English is a must. The internship is available from September 2025, with a minimum duration of three months with no remuneration.

This is a part-time remote internship, requiring 20 hours per week over 5 days. The position is home-based and can be performed from any location. A full-time option may also be available.

Roles & Responsibilities

- Support internal and external communication
- Support social media content creation
- Design banners for web, social media, and webinars
- Web translations (English-Spanish)

Reporting Relationship: Reporting is to the Communications Manager.

Qualifications

✓ **Education:** Current enrollment in a graduate or undergraduate degree program or just graduated, with an interest in working in sustainable tourism.

✓ Technical Skills:

- Basic knowledge of Microsoft Office (Excel, Word, PowerPoint)
- Google Workspace
- Canva
- Comfortable with social media platforms (Twitter, LinkedIn, Facebook, Instagram and YouTube)
- WordPress (not required)

✓ **Language Skills:** professional-grade written and spoken English and Spanish are required.

✓ **Personal Skills:**

- Positive mindset
- Good communication skills and highly proficient in Spanish and English (at least C1 level).
- Understanding of what the GSTC is, its scope, and what it does (please study the GSTC website if necessary).
- Comfortable with working independently and remotely, the GSTC is a “virtual” organization and truly global.
- Comfortable with working across different cultures. Our staff, Directors, Trainers, and volunteers work from various locations around the world.
- Good communication and written skills.
- Strong organizational and interpersonal skills.
- Proactive and able to take initiative.
- Attention to detail and ability to multitask.

Note: Residency in Europe may be considered an advantage.

Application Procedure

Qualified candidates are invited to submit their CV plus a letter stating their motivation, interest, and how they plan to contribute to communications@gstc.org with the title of ‘Intern Application | [your name]’ (e.g. “Intern Comms Application | Albert Einstein”).

This is a great opportunity to learn remotely with a multicultural team on a meaningful subject.

Please do not apply if you do not fulfill the qualifications. Applications should be submitted by 30th June, 2025, but we will review applications and prefer earlier applications.