



AAIMS

Australian Association of
Islamic and Muslim Studies Inc.

THE AAIMS INTERNSHIP PROGRAM 2018

AAIMS

AAIMS internship program is designed to cultivate young professionals and activists, who are interested in multi-media and public engagement to a local and international audience.

We're looking to take on two interns in into a new program: either university undergraduates or graduates. You will be involved in developing and executing a multi-media (including podcasts, blogs and social media) and public engagement plan. We're looking for two people that are innovative, self-driven and interested in public advocacy and debate. Ideally, we would like for one intern to be based in Sydney and one base in Melbourne, but we are open to other Australian locations.

We have a diversity program and encourage applicants from all backgrounds. We particularly welcome applications from groups currently underrepresented in the workforce.

APPLICATION GUIDELINES

A complete application must include all of the following:

1. A cover letter that specifies the reasons applying, as well as your interests, qualifications and the academic institution you're affiliated with.
2. A resume that lists your most relevant and updated profile and contact information; and

3. Samples of your work. At least one of the following samples
 - o Writing sample: This could be a drafted legal document, press release, blog, or previously submitted essay or writing assignment you've written that reflects the objectives and advocacy issues as they pertain to AAIMS's scope.
 - o **Note:** All your documents should be submitted electronically via email to info@aaims.org.au not sent by postal mail.
4. What you would like from your AAIMS mentor throughout the program.

All internships are unpaid. But you will be provided ongoing mentoring, will access to a broader scholarly network, and be involved in key engagement and communications decisions. All associated costs relating to the role will also be covered, including AAIMS Membership.

SELECTION PROCESS

If an applicant is identified as a viable candidate for the program, an interview will be scheduled either in person or via Skype. Candidates may be asked for additional documents to complement their applications prior to their interview.

REQUIREMENTS

The Internship Program will be for the duration of one year, part-time 4-5 hours per month. Please include your availability in your cover letter.

Individuals who are selected but are available to complete less than the required hours stated above will be invited to join AAIMS volunteer network. Please refer to our website <http://www.aaims.org.au> on AAIMS or email info@aaims.org.au for more information on the role.

Applications should be sent to info@aaims.org.au, by 14th March.

QUESTIONS OR CONCERNS

For general inquiries, email:
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