<table>
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<th>Internship Institution and description</th>
<th>Internship Opportunity</th>
<th>Internship requirements and responsibilities</th>
<th>Required availability</th>
<th>Time commitment &amp; location</th>
<th>Italian Level required</th>
<th>Max number of interns</th>
<th>Approx. Start Date</th>
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<tr>
<td>Arciconfraternita della Misericordia di Firenze</td>
<td>Interns will assist veteran Misericordia volunteers and employees to transport disabled individuals in non-emergency situations, such as to adult day-care centers, to medical appointments including dialysis, etc.</td>
<td>REQUIREMENTS: - Some previous experience in EMT work or Social Services is recommended - Motivation and interest in helping others - Solid social skills RESPONSIBILITIES: - punctuality - closely adapt to requests from veteran volunteers and Misericordia employees to ensure service</td>
<td>Flexible Hours. You can pick as few as one day of the week based on your availability.</td>
<td>4 hours per week. Around the corner from the Study Center.</td>
<td>Beginning - Intermediate - Advanced</td>
<td>No limit</td>
<td>First weeks of classes</td>
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<tr>
<td>Flo’n the go Online English magazine</td>
<td>Research and write articles on travel, art, food, etc. in English. Students may have the opportunity to enter events and show for free to review them. (To be confirmed)</td>
<td>REQUIREMENTS: - Experience in journalism or writing preferred. Motivation and self-discipline are needed for this position, since you will not have a fixed work schedule. - Flexibility in personal schedule to be able to participate/attend events.</td>
<td>You will set your own hours and schedule independently (so working from home or from school) but will be working under deadlines.</td>
<td>2-3 hours per week, from home or school.</td>
<td>All levels</td>
<td>No limit</td>
<td>First weeks of classes</td>
</tr>
<tr>
<td>Magenta Publishing</td>
<td>Interns attend press conferences, research articles (generally tailored to their interests) and conduct interviews before writing. Month by Month is an ongoing project, and the first assignment is generally a short article for that publication before working up to longer articles that appear in Vista.</td>
<td>REQUIREMENTS: - Experience in journalism or writing preferred. Motivation and self-discipline are needed for this position, since you will not have a fixed work schedule. - Flexibility in personal schedule to be able to participate/attend events.</td>
<td>Schedule to be determined together with Magenta editor. Students must be flexible, as press conferences and events will be announced throughout the semester.</td>
<td>3-4 hours per week. 5 minutes walking distance from CEA.</td>
<td>Intermediate-Advanced</td>
<td>1 to 2</td>
<td>First weeks of classes</td>
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## Internship Opportunities

### Kindergarten

A private elementary, nursery and middle school, with students ages 3-6, 6-10 or 10-13 years old.

- Assist a teacher in one subject area to help Italian mother-tongue students develop English language skills.
- Interns may work with teachers in art, music, math, phys ed, or English classes.

**Requirements:**
- Some preparation and research before each class meeting
- Experience with young children or elementary school students is a plus

**Responsibilities:**
- Punctuality
- Adapt lessons to requests from Elementary School teacher

**Time commitment & location:**
- TBD: CEA knows of teacher and class availability at Kindergarten only just before internships can begin.
- About 15 mins walking distance from CEA

**Italian Level required:** ANY

**Max number of interns:** 3 to 4

**Approx. Start Date:** Second weeks of classes

### Amici dei Musei Fiorentini

Guiding, welcoming and greeting visitors in smaller museums during limited hours reserved only to the association and its volunteers.

**Requirements:**
- Interest in art and architecture, teaching and/or tourism
- Public speaking and or desire to improve on these skills
- Ability to study and work independently

**Responsibilities:**
- Welcoming, explaining, and guiding visitors in the museum

**Time commitment & location:**
- At time of sign up, you will be given a schedule for one of these museums. Some have you give guided tours others are more about welcoming and orienting visitors.
- Museo e Chiesa di Ognissanti, Chiostro dello Scalzo, Sala Capitolare ex Convento Santa Maria Maddalena de'Pazzi, Chiesa di S. Lucia de' Martiri. Museo Casa Rodolfo Siviero, Cenacolo di Sant'Agostino, and others.

**Italian Level required:** Beginning - Intermediate - Advanced

**Max number of interns:** max. 5

**Approx. Start Date:** First week of classes
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<td>Ars &amp; Fides - International Federation of Tour Guides for Religious Monuments</td>
<td>Guiding visitors to churches. You'll receive training on the sites before guiding visitors.</td>
<td>REQUIREMENTS: - Interest in art, architecture, and teaching - Good public speaker, or someone who is interested in gaining greater experience in public speaking - Ability to study independently before presenting material to tourists RESPONSIBILITIES: - Learn the history about a church of your choice - Guide tourists in the church</td>
<td>After training you choose days/times at your chosen Church: - Santa Croce - San Lorenzo - Santa Maria del Fiore - Santa Maria Novella - Santa Felicita - Santa Trinita - Cappella Rucellai</td>
<td>3 hours per week</td>
<td>Any</td>
<td>No limit</td>
<td>First weeks of classes</td>
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<tr>
<td>Intertravel - Travel agency: Offers a wide range of services, including the sale of travel packages by catalog or custom: around Florence, Tuscany as well as world wide.</td>
<td>Observe other staff members and assist with: - customer service - providing advice about visas or passports - selling holidays and insurance - preparing and organizing promotional materials</td>
<td>REQUIREMENTS: - Intertravel accepts interns with good organization skills - preferably able to converse in Italian - punctuality: closely follow instruction from onsite supervisor</td>
<td>To be arranged with Intertravel</td>
<td>3-6 hours per week, 5 minutes walking distance from CEA.</td>
<td>Intermediate - Advanced</td>
<td>Usually only 1</td>
<td>First weeks of classes</td>
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<td>Katia Santuccio - founder of Distudio architecture and design studio in Florence. Katia is not only a well-known architect and interior designer, she has a lot of experience as a copywriter as well as curator and organizer for events for furnitures companies.</td>
<td>Observe other staff members at Distudio and assist with current projects. - learn about design techniques - learn about the design process - learn about interior design as a business</td>
<td>REQUIREMENTS: - Some previous experience in Design and/or architecture work is necessary - preferably able to converse in Italian - punctuality: closely follow instruction from onsite supervisor</td>
<td>To be arranged with Katia Santuccio</td>
<td>4 hours per week. At Distudio.</td>
<td>Intermediate - Advanced</td>
<td>Only 1</td>
<td>First weeks of classes</td>
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