



Erasmus + Student Work Placement

| EMPLOYER INFORMATION | |
|---|---|
| Name of organisation | Universidade Nova de Lisboa |
| Address inc post code | Campus de Campolide, Edifício da Reitoria, Gabinete de Desporto, 1099-085 Lisboa |
| Website | https://www.unl.pt/ |
| CONTACT DETAILS | |
| Contact person for this placement | Daniel Moura |
| E-mail address | desporto@unl.pt |
| APPLICATION PROCEDURE | |
| Who to apply to (including contact details) | If you think you are the right person for this role, please send your CV and a cover letter to desporto@unl.pt |
| Deadline for applications | For January applications, the deadline is always the end of August. For August applications, the deadline is always the end of March. |
| PLACEMENT INFORMATION | |
| Department, Function | Sports Office – Media intern |
| Location | Campus de Campolide, 1099-085 Lisboa |
| Start Date | January or August |
| Working hours per week | 35 hours/week |
| Description of activities, tasks | <ul style="list-style-type: none"> - Assist with the overall day-to-day operation of the media relations office; - Create, schedule and publish high-quality, consistent and engaging original social media content. - Utilize social media properties to engage users and establish interactive social media environment in order to extend the network's reach and influence. - Attend sporting competitions and document the teams' progress throughout championships. - Writing match news, results and other reactions in English and Portuguese. |
| Accommodation | - Nova University Students Accommodation |
| COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS | |
| Languages and level of competence required | <ul style="list-style-type: none"> - University student currently enrolled, ideally from communication, journalism or digital marketing courses; - English - Knowledge of other languages such as Portuguese, German or French would be a plus. |
| Computer skills and level of skills required | <ul style="list-style-type: none"> - Excellent writing and editing skills. - Experience with video editing programs would be a plus. - Microsoft Office - Interest in photography |
| Other | <ul style="list-style-type: none"> - Sports lover. - High proficiency in Facebook, Twitter, Instagram, Snapchat, email programs. - Highly organized approach to work, ability to multi-task. |