



Caribbean Science Foundation

*CARICOM Research Building, UWI Cave Hill Campus, Barbados, West Indies
Ph: 1.246.417.7493 • www.caribbeanscience.org*

Student Internship Opportunities in Communications & Business

The Caribbean Science Foundation (CSF) invites students who are currently pursuing an undergraduate or a post-graduate degree in either linguistics, mass communications, business or an associated discipline, to apply for positions as **CSF Student Interns**. Students pursuing degrees in science and technology may also apply if there is a communications or business component to their course of study. Primary responsibilities would include a subset of the tasks listed below, depending on the background of the student.

- Updating and maintaining content on CSF website and social media platforms
- Assisting with CSF marketing and PR campaigns
- Assisting with and executing CSF projects and programs
- Assisting with writing and reviewing proposals
- Helping to redesign, and launch the CaribVenture initiative - an entrepreneurship seed fund and incubator for Caribbean technology-based start-up businesses

The successful candidate should be:

- An excellent communicator (verbal and written)
- Able to create and update social media platforms
- Highly proficient in use of the Microsoft suite of programs
- Highly organized, capable of multi-tasking & efficiently executing assignments
- A team player, with excellent interpersonal skills
- Pro-active, self-reliant, self-motivated, resourceful and creative
- Reliable, responsible and committed to excellence in work

This is also an opportunity for a student interested in business to develop the business aspects of the internship into a Masters or Ph.D. thesis. Hours are flexible, but agreed upon milestones and goals must be met. A modest stipend will be provided. To apply, please email a cover letter, CV, transcript for all years at university, and two letters of recommendation to csfhdq@gmail.com with 'CSF Student Intern Application' in the subject line. Positions remain open until filled.