

NTE Internship

AFES is offering an internship in the areas of Event Planning, Communications and/or Design. The internship offers the opportunity to gain work experience on a national scale, collaborating on projects relating to our annual National Training Event (NTE).

The Vision of NTE

Our prayer at National Training Event is for students to be transformed and trained by God's gospel to be self-sacrificial disciples of Jesus and sent as disciple-makers of all nations, beginning on our campuses, for his Glory.

In summary, NTE wants to see students:

Transformed (by the gospel)

Trained (in the gospel)

Sent (with the gospel)

The Strategy of NTE

Such a transformation comes as God's Spirit works in the hearts, minds and lives of students through the Bible. The conference program is centered on hearing God's word taught and being trained in how to understand it and explain it clearly to others.

NTE is not just a training conference, but also a sending conference; students are sent out throughout Australia and back onto their campuses to evangelise unbelievers and encourage believers with the gospel of Jesus.

NTE therefore reflects the AFES mission statements: we train our students in order to send them into the world that they may evangelise and encourage others for the glory of Jesus.

Outcomes

By the end of the internship you will have gained experience in one or more of the following:

- Project Design – from concept design through to artwork ready for print
- Planning and executing event marketing campaigns
- Event Planning
- Onsite event logistics/operations

Commitment

- 2-4 days per week (minimum 1 day in the AFES National Office in Kingsford)
- 2-3 months duration between October and December

It is essential to attend NTE in Canberra from 29 November – 6 December 2023.

To Apply

[Complete this application](#) and return it to the AFES Office office@afes.org.au along with your resumé. The closing date is Friday 8 September 2023 unless the position is filled earlier.

Duties

The NTE Internship is a paid but flexible position and exact duties can be shaped around the skills and abilities of the intern.

The duties listed below will give you an example of the work we can offer (duties will vary depending on Intern availability and NTE schedule of work).

Events Planning:

- Coordinate small projects as a part of NTE
- Attend regular NTE Operations meetings
- Work with various NTE stakeholders via email, website, social media, etc
- NTE administrative tasks

Design / Communication

- Attend regular NTE Marketing meetings
- Create content for publishing to social media
- Manage NTE social media accounts
- Communications assistant onsite

Requirements

Anyone willing to agree with and commit to the AFES vision and mission is welcome to apply for this position; however any of the following attributes/experience would be valuable to the role:

- Has actively participated in an AFES student group
- Works well in a team
- Excellent communication skills, including writing, proof reading, and speaking
- Excellent interpersonal skills in person and by phone, with high professionalism
- Ability to manage multiple tasks with little supervision
- Preferably has attended NTE in the past
- **Events Planning** – Proficient in using Microsoft Word, Excel, email and great attention to detail
- **Communications** - Familiar with Facebook, Instagram and MailChimp
- **Design** - Proficient in using the Adobe Creative Suite, including InDesign, Illustrator and Photoshop