A Voluntary Internship at FAA (4 Months +)

Are you interested in an internship that will allow you to develop different skills in an enjoyable working atmosphere, giving you the confidence and experience that has set others before you on the path to a great career?  FAA is an award-winning and highly regarded Maltese NGO that welcomes visiting volunteers interested in heritage and environment.

* Cultural events promotion and management
* IT support
* History/art/architecture research coordination
* Translation of heritage articles
* Heritage architecture study
* Environmental sciences eg. Land and development planning issues, Protection of trees,air pollution or other environmental health concerns

Cultural events promotion and management

Volunteers are particularly important in the organising and advertising of activities, as FAA’s events are crucial to its financial survival and in making it a real-life experience for its members. Members are individuals or families who pay a yearly fee to support FAA and be kept informed by us.

During a typical year FAA will hold about 12 events, usually:

- A gala dinner or Grand Barbeque

- A heritage cruise

- 3 or 4 talks on some facet of Maltese cultural heritage

- 2 or 3 cultural walks

- An art exhibition

- A Christmas event including a choir concert and dinner

- Quiz and pasta night or wine-tasting session

At events FAA gets a chance to engage its members, inform them about the latest important environmental battles it is fighting and recent victories. These events are also important networking opportunities; they bring together our members who all share the same concerns about the Maltese environment. By coming together these members feel more empowered and engaged in the environmental processes that affect them.

An important duty of visiting volunteer-trainees will be the promotion of these events by:

* Using social media: FAA communicates a lot through Facebook. We have a Facebook page and group. Information on each event needs to be posted on these pages a number of times in the run up to the event on a number of different pages.
* We inform our members about events using mass emailing software. This software enables us to send messages to all of our members and we get feedback about how many of them open it and explore the email.
* Designing event images, poster style images to be posted on the web and sent to media. Knowledge of Photoshop & advertising is very useful here.
* Updating the website about events. Website is in Wordpress format which is very straightforward.
* Contacting the media for coverage of our events and advertising of events.
* Preparation of hardcopy newsletters for members who don’t use email and posting them.

IT support

* Student interns play an important role in IT support of FAA’s home website: [www.faa.org.mt](http://www.faa.org.mt) which requires regular uploading of new articles, as well as updating of existing material.

History/art/architecture research coordination

* FAA’s major project is its Heritage Website which focuses on Malta’s history, art, architecture and culture. Website work like this typically entails sourcing, reformatting and uploading of images and articles, liaising with experts or authors whose articles you will be posting on the site and promoting the website in a similar manner to the promotion of events. This might involve visits to the lecturers involved at the University of Malta, which is close to our office, photographic and research assignments, or visits to fascinating Maltese Local Councils.

Translation of heritage articles

* The heritage website is aimed to promote Malta’s rich heritage to potential cultural tourists, therefore we need to translate the basic articles into as many languages as possible, a task which could be entrusted to or rather Language studies students.

Heritage architecture study

* Other work could involve the coordination of FAA’s Architecture Awards which it organises in conjunction with the University of Malta Architecture Department. Interns could opt to work on the setting up of the framework of a national inventory of heritage buildings or running photographic competitions and school programmes.

Environmental sciences: Development/construction site, trees or air pollution, regeneration, social impact and public health issues

* Interns also have the possibility of proposing a project to FAA in fields related to FAA’s different interests of land planning issues, trees in urban areas or air quality. These could include the production of an information leaflet on residents’ rights and construction site regulations, a campaign to promote the awareness of benefits of trees, or research into the impacts of air pollution.

Employment conditions

* FAA is a VOLUNTARY organisation which does not receive state funding so work there is conducted on a voluntary basis. FAA is not in a position to pay for student board and lodging, however we can help point to reasonably-priced accommodation.
* The work at FAA is always interesting and varied however since it requires training and commitment, we cannot take on interns for less than 4 – 6 months.
* As a committed trainee volunteer it would be brilliant if you can be flexible in your work. When you are not busy with specific project work, help in promotional and administrative areas would be much appreciated. This may include administration, monitoring of membership files, addressing and posting of bulk mail, researching cases FAA is working on, field work, and helping during events.

Language

* English is spoken almost everywhere in Malta, so language should not be a problem as long as you have good basic English.

Safety

* Malta is a safe island, and you should not have problems unless you take unwise risks.

Transport

* Malta is a small island but its public transport is not too efficient. The FAA offices are very centrally situated by the University at Tal-Qroqq, Gzira, so it should not be too difficult to find accommodation that is just one bus trip away.

The rewards

* As explained above, the work is very varied. This in itself is very rewarding; you will be contributing in a number of ways which is very fulfilling, and never boring.
* When working at FAA the variety of tasks presented to you means you will be constantly learning new skills, adapting existing ones and challenging yourself in ways that will be useful in any future career.
* FAA is a very social, warm and friendly organisation. Working out of a centrally located office, time spent with us will entail meeting lots of new people and building personal and professional relationships. Working here really reveals the value of networking in any sector.

Some practical considerations

* Since FAA work is voluntary, calculate your financials accordingly. Don’t be afraid to ask those at FAA for advice in affording your stay here. They can point you towards affordable accommodation, advise you on how to get discounted bus fares and point you to the right supermarkets and internet/phone providers. Investigate the cost of living before you come. Book flights early since rates go up.
* At the heart of this organisation is a belief that Malta’s natural and urban environments need protection and do not necessarily conflict but can exist in sync. It is very useful if you can relate to this mentality and if the environment is something you genuinely care about. Some background reading about basic political philosophy and environmental politics before you get here would be useful. It is important to understand and subscribe to the moral principles FAA is founded on. Developing an appreciation for the importance of civil society as a concept will make you a valuable contributor to FAA’s practical incarnation of this important aspect of democratic systems.
* Finally, be prepared to leave! You won’t want to, you will fall in love with Malta and with the wonderful, inspiring people who make up FAA.

We assure you that you will leave Malta much richer in experiences than when you arrived.

To organise your voluntary internship with FAA, email Astrid Vella [astridvella@faa.org.mt](mailto:astridvella@faa.org.mt)