

Design Instructor (Intern)

Role	Horizon Center Design Instructor Intern
Team	Horizon Center Team
Location	Athens
Employment Type	Part time – 20 hours per week
Contract Length	3 months

Main purpose of job:

The purpose of the Horizon Center Design Instructor Intern role is to provide support to the instructors as they facilitate the activities and classes in the Center. Furthermore, it is an opportunity to grow in learning the fundamentals of the program, to experience teaching and facilitating classes and motivate and encourage the program's participants to think creatively and develop their technical skills.

Duties and responsibilities:

- a. To instruct and facilitate design classes in the Horizon Center.
- b. To collect photos and videos of classes and document events at the Horizon Center.
- c. Assist the other instructors with the implementation of the design program in the Center.
- d. To be responsible for developing and gathering feasible projects for the Design classes.
- e. To assist the team with general tasks relating to the design program.

The candidate must have the following:

- a. English/Greek language skills (B2 level preferable) and preferably Farsi/Dari/Arabic/Urdu/Bengali
- b. Prior training experience in design process, technical skills such as woodworking, tailoring, CAD & 3D printing, video and technical drawing.
- c. A working understanding of word processing (Microsoft Word), spreadsheets (Microsoft Excel) and presentation software (Microsoft Powerpoint).
- d. A desire to see young people develop and reach their potential.
- e. High self-motivation, organisational skills, be self-reflective, self-critical and a willingness to learn and develop further skills.