

## **Internship in Crewing & Volunteer Coordination (Mandatory or Voluntary, up to 3 months)**

at Medical Solidarity International e.V.

### **About us**

Medical Solidarity International (MSI) e.V. is a non-profit, politically active organization working at the intersection of health and migration. We advocate for equal access to healthcare and social participation for people on the move and those living in precarious conditions.

Our work is grounded in the belief that health is a human right and that a just and solidaristic society takes responsibility for protection, dignity, and participation for all. We are active both along the EU's external borders and within Germany.

A core part of our work is coordinating medical volunteers who support our projects providing humanitarian healthcare. The Crewing Team plays a key role in organizing deployments and ensuring smooth communication with volunteers.

### **Framework & Conditions**

- Mandatory internship **or** voluntary internship for orientation (max. 3 months)
- Location: remote (within Germany)
- Working hours: by arrangement
- Start date: by agreement

### **Purpose of the Internship**

This internship offers you insight into the coordination of medical volunteers within a humanitarian NGO. You will learn how deployments are organized and gain an understanding of the administrative and communicative processes behind humanitarian fieldwork.

### **Your Tasks & Learning Areas**

During the internship, you will support the Crewing Team under guidance in:

- Responding to inquiries from volunteers and applicants via email
- Supporting coordination and communication with medical volunteers
- Maintaining and updating internal databases
- Assisting with document management and application processes
- Gathering and organizing relevant documents and information

- Supporting general administrative and coordination tasks related to deployments

The focus is on gaining practical experience in coordination, communication, and organizational processes.

### What we offer

- Insights into the coordination of humanitarian medical missions
- Experience in NGO operations and volunteer management
- A deeper understanding of migration, healthcare access, and humanitarian work
- Collaboration within a committed and supportive team
- A dedicated contact person and regular feedback
- Space for learning, questions, and personal development
- Flexible structure within a remote setup

### Your Profile

- You are currently enrolled in a university program, vocational training, or seeking an orientation internship
- Interest in humanitarian work, coordination, and organizational processes
- Strong communication skills and a structured working style
- Reliability and attention to detail
- Team player with good German and English skills
- Initiative and willingness to learn

### Notes

- For a **mandatory internship**, proof from your educational institution is required.
- The **voluntary internship** is intended for orientation and limited to a maximum of 3 months.
- This is an unpaid internship.

### Application

We especially welcome applications from people with diverse perspectives and experiences.

Please send your CV (and, if applicable, proof of mandatory internship) via email to: [application@medical-solidarity.org](mailto:application@medical-solidarity.org)