

<b>TRAINEESHIP INFORMATION</b>	
<b>Department/Office</b>	University of Parma Museum System
<b>Contact persons for this placement</b>	Marina Gorreri – Head of the Museum System
<b>Direct phone and mail</b>	<a href="mailto:marina.gorreri@unipr.it">marina.gorreri@unipr.it</a> <a href="mailto:internship@unipr.it">internship@unipr.it</a> 0039-0521 032951
<b>Description of activities</b>	Inside the museums you can learn and experience how: <ul style="list-style-type: none"><li>• to handle and care the collections objects</li><li>• to restore artifacts of different nature and materials</li><li>• to plan, develop and execute exhibitions and events</li><li>• to organise educational and museological workshops</li><li>• to plan educational activities for children, young people and families</li><li>• to develop digital guides and tutorials</li><li>• to collaborate on innovative projects based on virtual technologies, such as apps for museums display and promotion.</li></ul>
<b>Working language</b>	Italian, English, Spanish, French (2 <sup>nd</sup> language from B1 CEFR)
<b>Location</b>	University of Parma Museum Centre P.le San Francesco, 3 – 43121 Parma
<b>Number of available placements</b>	10
<b>Duration (2 months minimum)</b>	2 months minimum
<b>Working hours / week</b>	2 days per week (Timetable to be agreed accordingly)

<b>Period</b>	any period till December 2015	
<b>Accommodation</b>	The International office supports students in finding accommodation in Parma  International Office – Via Università, 12 – 43121 Parma  e-mail <a href="mailto:tiziana.cordaro@unipr.it">tiziana.cordaro@unipr.it</a>	
<b>Internship grant</b>	No financial contribution. Students must apply for an Erasmus Grant at their home institution/country.	
<b>COMPETENCES, SKILLS AND EXPERIENCE REQUIREMENTS</b>		
<b>Competences required</b>	Italian (A2 level CEF), English (B2 level CEF), all the other languages are considered a plus  Good knowledge of Microsoft Office pack  Pro-activity, accuracy, sense of responsibility and efficiency are highly recommended	
<b>Degree (Master, PhD, Post Doc)</b>	Undergraduate or postgraduate student	
<b>DOCUMENTS REQUIRED</b>		
Interested students must send by email asap, the following documentation:		
<b>Presentation letter X</b>	<b>Curriculum Vitae X</b>	<b>Academic certificates X</b>
<b>Additional notes</b>		