



DFW International

Community Alliance

Our **Mission** is to build mutual understanding and respect by linking diverse international cultural communities.

Fall, Spring, and Summer Internships – Global and Multicultural Issues

Internships are available to assist with special projects while simultaneously experiencing international cultures right here in North Texas. This opportunity is ideal for students interested in demographics, applied anthropology, international business and finance, globalization, and multicultural issues. International students are especially welcome. Students work on individual levels and in teams as they liaison between staff and a variety of multicultural groups, civic leaders, and media. They will improve skills in the areas of communication, organization, efficiency, and negotiation that are transferable to their future careers.

Schedules are flexible. A minimum of 12 hours is required per week (20 hours for summer internships.) Students who are receiving credit will be given preference. Responsibilities and educational opportunities include:

RESEARCH: creating our Guides for New Americans, which include:

- Guide to Economical Health Services / Guia de Servicios Economicos para Cuidar su Salud
- Guide to Purchasing a Home / Guia para Comprar su Propia Casa
- Guide to Scholarships for New Americans and Minorities
- Guide for Newcomers in North Texas/Guia para Recien Llegados a North Texas
- Guide to English Classes (ESL) for Adults

GLOBAL ISSUES: discussion of multicultural and international current events and issues relating to history, culture, economy, gender roles.

MEDIA: writing press releases and using DADA mass mailer software

SEMINARS: assisting with new projects, such as the African Leadership Luncheons and Homebuyers Workshops.

WEB CREATION: using php, html and Dreamweaver to update webpages of demographic data and directories of global organizations and artists, adding events to the cultural calendar.

GLOBAL NETWORKING: updating Access databases of more than 2,000 international groups in North Texas by networking with international community members and leaders via phone, email, and event coverage.

FINANCE: maintaining accounting records in QuickBooks, creating reports and budgets, producing IRS payments.

SOFTWARE: learning and using Photoshop, Facebook, Dreamweaver, ACCESS, QuickBooks and Excel.

Interested students should send their resume via email to the address below.



DFW International is the portal to international North Texas, uniting more than 1,600 internationally-focused organizations.

12830 Hillcrest Rd., Suite D218 / Dallas, TX 75230 / 972-661-2764 / president@dfwinternational.org / www.dfwinternational.org