

UNIVERSITY OF OKLAHOMA IN AREZZO INTERNSHIP DIRECTORY

FIND THE RIGHT INTERNSHIP FOR YOU

INTRODUCTION

The **OU in Arezzo Student Internship Program** provides you with a unique opportunity to enhance your cultural competency, learn about your professional field in Italy and develop your ability to apply your academic knowledge in a “real world” setting.

THINGS TO CONSIDER

You will need to:

- Maintain a 12 credit minimum at OUA.
- Check with your advisor about requirements for major-specific internship credit BEFORE you apply.
- Spend 10 hours a week working at the internship location.
- Attend the in-class internship sessions and complete blog assignments.
- Remember that all internships listed are subject to availability.

PRACTICALITIES

Arezzo is a small, medieval town whose industrial district is outside the main center, so to reach your internship site you may have to use the local bus service. Transport costs are covered by the host organization. Check out the location of the host organization at the bottom of each page.

HOW TO USE THIS DIRECTORY

Browse this directory to find internships available in Arezzo with schools, universities, non-profit groups, private organizations, and corporations.

Internships with the companies and organizations listed are subject to availability.

Placements are listed by category and include basic information about the Host Organization, the Intern Profile and the Expected Intern Duties.

Specific projects will be defined once you start your internship.

FOR FURTHER INFO CHECK OUT THESE LINKS:

[PROMO](#)

[A GUIDE](#)

[THE APPLICATION](#)

[VISIT THE OUA BLOG](#)

**OR CONTACT THE OUA
STUDENT SERVICES
COORDINATOR**



LUCIO BIANCHI SERENI
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UNIVERSITY OF OKLAHOMA IN AREZZO INTERNSHIP DIRECTORY

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ARTS AND EVENTS MANAGEMENT

Jump into the world of art and events: understand the art market and how to run an event.

PUBLIC ADMINISTRATION

Get a placement at the Arezzo Town Council, opportunities in International Relations, EU projects, planning and tourism.

CHARITIES AND NON PROFIT

Work for a good cause: sustainable development, human rights, social work and immigration.

THE LEGAL PROFESSIONS

See how lawyers work and interact in a busy legal practice: financial, commercial and international law,

SCIENCE AND TECHNOLOGY INDUSTRIES

Industry experience in off-grid energy solutions, civil engineering, information technology and software development.

FOOD AND BEVERAGE

Gain experience in food handling, food production, customer service and marketing.

THE FASHION INDUSTRY

Openings available with boutique fashion stores, Made in Italy retail and fashion media.

FINANCIAL SERVICES

Get to work with a local business consultant and learn the ins and outs of international accounting.

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INTERNSHIP LISTINGS

Education



OU IN AREZZO (OUA)

ITALIAN STUDY CENTER



HOST PROFILE

OUA has a busy social media office to manage communications on university initiatives both in Italian and English, using a variety of tools and platforms.

INTERN PROFILE

- Solid knowledge-base in working with social media outlets
 - Good writing skills
 - Creative and proactive
-

EXPECTED INTERN DUTIES

- Support the management of the OU in Arezzo social media accounts
 - Work with the team of Italian interns to plan, create and produce social media content for the OUA accounts
 - Edit and revise english language content produced by the Italian interns
 - Be an active member of the OUA Blog team
-

WEBSITE

http://www.ou.edu/cis/education_abroad/programs/ou-in-arezzo

LOCATION

[Via San Domenico 78, Arezzo](#)



ROONEY FAMILY CENTER

SCUOLA MARIA CONSOLATRICE

NURSERY,
KINDERGARTEN &
ELEMENTARY SCHOOL



HOST PROFILE

Santa Maria Consolatrice is a private school with Daycare (1-3 years), Kindergarten (3-6 years), and an Elementary school (6-11 years). It is situated in the center of Arezzo and has been running since 1939.

INTERN PROFILE

- Able to interact with children of all ages
- Good communication skills
- Intermediate Italian

EXPECTED INTERN DUTIES

- Introduce English into the kids' common vocabulary
- Reading time in English
- Design English learning playtime

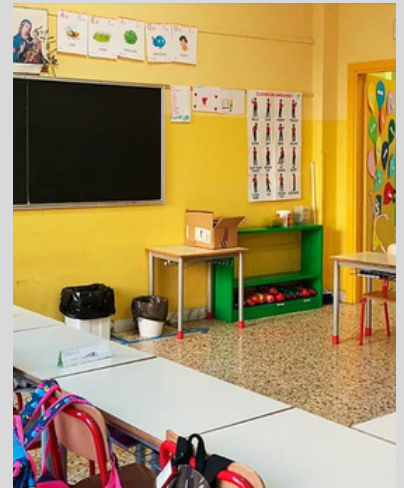
WEBSITE

<https://www.scuolamariaconsolatrice.it>

LOCATION

[Via della Minerva 12, Arezzo](#)

Approx. 15-minute walk from Rooney Family Center



**SCUOLA MARIA
CONSOLATRICE**

ISTITUTO ALIOTTI

KINDERGARTEN &
ELEMENTARY SCHOOL



HOST PROFILE

Istituto Aliotti is a private school that comprises Daycare (1-3 years), Kindergarten (3-6 years) and Elementary school (6-11 years).

INTERN PROFILE

- Enjoy spending time with children
- Patient and understanding
- Able to demonstrate empathy and curiosity in children

EXPECTED INTERN DUTIES

- Observe and support teachers during their lessons.
- Hold classes in collaboration with teachers if desired.
- Aid in student learning in collaboration with teachers

WEBSITE

<http://www.fondazionealiotti.it/asilo-nido-scuola-materna.asp>

LOCATION

[Via Piaggia del Murello 25,](#)
[Arezzo](#)

Approx. 5-minute walk from Rooney Family Center



ISTITUTO ALIOTTI

CIF A.R.L.

PRESCHOOL COOPERATIVE



HOST PROFILE

The CIF a.r.l. cooperative manages many kindergartens in Arezzo. OUA interns will work at the “Bianca Maria Bianchini” nursery school, for children ages 3 to 6.

INTERN PROFILE

- Intern should be collaborative, enterprising and patient with children.
 - Intern should love working with very young children.
-

EXPECTED INTERN DUTIES

- Cooperate with the teacher and assist in classroom activities
 - Play with children in small groups
-

WEBSITE

<https://sites.google.com/site/cooperativascuolematernecif/home>

LOCATION

[Via Tarlati 143, Arezzo](#)

Approx. 10-minute walk from Rooney Family Center



**BIANCA MARIA
BIANCHINI**

ISIS BUONARROTI FOSSOMBRONI

BUSINESS, TECHNOLOGY AND
CONSTRUCTION HIGH SCHOOL



HOST PROFILE

The ISIS Buonarroti Fossombroni is a High School that specializes in Business, Tourism, Marketing, Technology and Construction.

INTERN PROFILE

- Interest in teaching and education
- Good organizational skills
- Enjoy working with young people
- Excellent communication skills

EXPECTED INTERN DUTIES

- Act as a teaching assistant and assist teachers
- Assist with Speaking/Listening practice to prepare students for Cambridge certification standards (B1/B2 level of the Common European Framework)
- Offer practical examples of flipped classrooms and debate teaching strategies
- Carry out CLIL (Content and Language Integrated Learning) practices

WEBSITE

<https://www.buonarroti-fossombroni.it>

LOCATION

[Via XXV Aprile 86, Arezzo](#) // [Piazza della Badia 2, Arezzo](#)

Approx. 25-minute or 10-minute walk from Rooney Family Center, depending on the site



**I.S. BUONARROTI E
FOSSOMBRONI**

HOST PROFILE

The Liceo Scientifico is a high school that specializes in science subjects and languages. Students often take part in exchanges in European countries.

INTERN PROFILE

- Able to work well in a team
 - Able to create and propose interesting content for classes.
-

EXPECTED INTERN DUTIES

- Support teachers and their interactions in English
 - Interact with Italian students
 - Plan activities in collaboration with Italian teachers
 - Propose innovative projects and activities for students.
-

WEBSITE

<http://www.liceorediarezzo.it/>

LOCATION

[Via Leone Leoni 38, Arezzo](#)

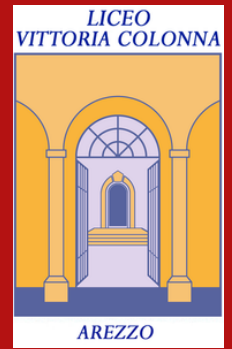
Approx. 6-minute walk from Rooney family center



LICEO REDI

LICEO VITTORIA COLONNA

SCIENCE & LANGUAGES
HIGH SCHOOL



HOST PROFILE

The Liceo Vittoria Colonna is located in a building that was once a convent in the 1300s. Today the courses in our High School are Linguistics, EsaBac Linguistics, Social Sciences, Economics and Drama.

INTERN PROFILE

- Able to work well with different teachers
- Creative and ideas driven
- Good communication skills

EXPECTED INTERN DUTIES

- Support teachers during English classes
- Interact with Italian students
- Create and plan activities in collaboration with teachers
- Bring new ideas and points of view during interaction with students.

WEBSITE

<https://www.vittoriacolonna.com/>

LOCATION

[Via Porta Buia 6, Arezzo](#)

Approx. 6-minute walk from Rooney family center



LICEO VITTORIA
COLONNA

ISTITUTO COMPRENSIVO MARGARITONE

JUNIOR HIGH SCHOOL



HOST PROFILE

Junior High school for 11 - 14 year olds.
I.C. Margaritone is a large, lively school with about 35 classes.

INTERN PROFILE

- Creative with organizational skills
 - Like spending time with children
 - Interest in teaching
 - Good communication skills
-

EXPECTED INTERN DUTIES

- Plan lessons with the teachers and help them during class
 - Interact with children in class
-

WEBSITE

<https://www.icmargaritonearezzo.edu.it>

LOCATION

[Via Angelo Tricca 19, Arezzo](#)

Approx. 30-minute walk from Rooney Family Center.
You can also reach the site by public bus



I.C. MARGARITONE

AREZZO FACTORY

YOUTH CENTER



HOST PROFILE

Arezzo Factory Youth Center is a social and recreational center that supports opportunities for young people. It offers educational activities such as music, dance, theatre workshops and art exhibitions. It also offers informal opportunities activities such as game playing, socializing, club meetings, and outdoor play

INTERN PROFILE

- Proactive, imaginative, friendly, patient and communicative
- Experience as a peer educator

EXPECTED INTERN DUTIES

- Create events for the youth center
- Promote activities for young people
- Help set up courses (languages, theater, music, etc.)
- Interact with young people using the center

WEBSITE

<http://www.arezзоfactory.org/>

LOCATION

[Via Masaccio 6, Arezzo](#)

Approx. 20-minute walk from Rooney Family Center



AREZZO FACTORY

ALPHA BRITISH CENTRE AREZZO



LANGUAGES & IT SCHOOL

HOST PROFILE

Alpha British Centre provides language courses for children, teenagers and adults (Italian for foreigners, English, French, German, Spanish and Arabic). Other professional courses include: Book-keeping, Marketing, Communication, Web Design, Web Master, and other Computer courses.

INTERN PROFILE

- Proactive with good communication skills
 - Able to work with a partner.
 - An interest in teaching English as a foreign language
-

EXPECTED INTERN DUTIES

- Support the English Language teachers in courses for children and adults.
 - Facilitate conversation and other speaking activities with students.
-

WEBSITE

<http://www.abcentre.it/>

LOCATION

[Viale Michelangelo 26, Arezzo](#)

Approx. 15-minute walk from Rooney Family Center



ALPHA BRITISH CENTRE

BIBLIOTECA CITTA' DI AREZZO

AREZZO CITY LIBRARY



HOST PROFILE

The collection of the Arezzo City Library includes many antique books and rare volumes from the Middle Ages, considered one of the most important collections in Tuscany. It also has a lively children's section and a large reading room. It is located in one of the most beautiful buildings in the old town center,

INTERN PROFILE

- Good organizational skills,
- An interest for archives & collections
- Enjoy working with children

EXPECTED INTERN DUTIES

- Assist in the back office with activities such as organizing, inventory and filing
- Help with logistics for events and cultural activities
- Provide tours and book readings in English for children

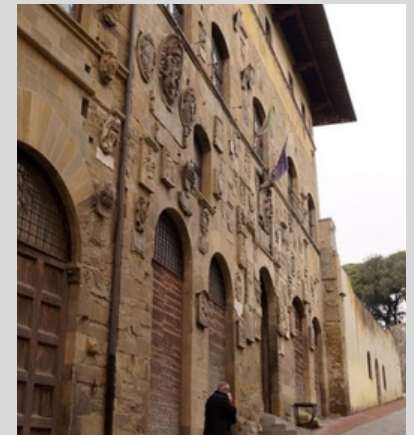
WEBSITE

<http://www.bibliotecarezzo.it>

LOCATION

[Via dei Pileati 8, Arezzo](#)

Approx. 6-minute walk from Rooney Family Center



BIBLIOTECA CITTÀ DI AREZZO

INTERNSHIP LISTINGS

Museums



LA CASA MUSEO DI IVAN BRUSCHI



HOUSE MUSEUM & COLLECTION

HOST PROFILE

The Ivan Bruschi House Museum collection numbers more than 10,000 pieces from all over the world, ranging from the prehistoric age to the early decades of the twentieth century.

INTERN PROFILE

- Some knowledge of Italian.
- Enjoy translating texts
- Basic computer skills
- Interest in art, history and curating

EXPECTED INTERN DUTIES

- Translate promotional materials and museum guides into English
- Manage English posts for the Museum's social network pages
- Assist with improving the Fondazione web media (e.g. museum website, app).
- Support museum staff in day to day activities

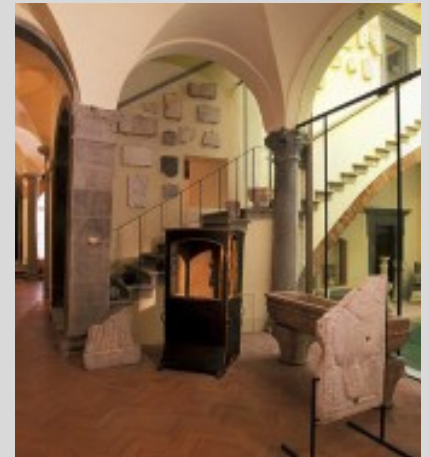
WEBSITE

<https://www.fondazioneivanbruschi.it>

LOCATION

[Corso Italia 14, Arezzo](#)

Approx. 10-minute walk from Rooney Family Center



**CASA MUSEO DI IVAN
BRUSCHI**

MUSEO DEI MEZZI DI COMUNICAZIONE

MEANS OF COMMUNICATION MUSEUM



HOST PROFILE

The museum collection focuses on the history of everyday technology: radios, computers, telephones, movie cameras and cameras are just some examples of what is available in the museum to view and explore.

INTERN PROFILE

- Some knowledge of Italian
 - Extrovert and good social skills
 - Enjoy interacting with the public
-

EXPECTED INTERN DUTIES

- Translate material about the museum
 - Create brochures, conference notes, etc.
 - Conduct tours of the museum in English activities
-

WEBSITE

<http://www.museocomunicazione.it>

LOCATION

[Via Ricasoli 22, Arezzo](#)

Approx. 5-minute walk from Rooney Family Center



MUSEO DEI MEZZI DI COMUNICAZIONE

MUSEO ARCHEOLOGICO GAIO CILNIO MECENATE

ARCHAEOLOGICAL MUSEUM



HOST PROFILE

This large city museum, next to the Roman Amphitheatre, houses Roman and Etruscan collections dating from the 6th Century BC to the 3rd Century AD, Greek vases and ceramics from the Hellenic and Roman periods.

INTERN PROFILE

- Passionate about archeological heritage
- Interest in museum culture and management
- Enjoy working with the public
- Some knowledge of Italian

EXPECTED INTERN DUTIES

- Assist with museum activities
- Museum tours in English
- Provide information to English speaking visitors

WEBSITE

<http://www.polomusealetoscana.beniculturali.it/index.php?it/196/arezzo-museo-archeologico-nazionale-gaio-cilnio-mecenate>

LOCATION

[Via Margaritone 10, Arezzo](#)

Approx. 15-minute walk from Rooney Family Center



MUSEO ARCHEOLOGICO

FRATERNITA DEI LAICI

CITY INSTITUTION FOR
ARTS & HERITAGE



HOST PROFILE

This is a heritage organization that promotes local history, art, music, food and agriculture. It's headquarters are located in an historic 'palazzo' in the beautiful Piazza Grande where there is also a picture gallery open to the public.

INTERN PROFILE

- Interest in history and the arts
- Able to use social media
- Basic knowledge of Italian

EXPECTED INTERN DUTIES

- Tours of the palazzo and its exhibitions in English
- Social media promotion
- Assist with the creation of videos on the organization's activities
- Translate subtitles and exhibition materials
- Assistance in activities/exhibitions managed and promoted by the institution

WEBSITE

<http://www.fraternitadeilaici.it>

LOCATION

[Via Giorgio Vasari 6, Arezzo](#)

Approx. 5-minute walk from Rooney Family Center



FRATERNITA DEI LAICI

INTERNSHIP LISTINGS

Arts & Events Management



ARTE & CO.SCIENZA

CITY FOUNDATION FOR
ARTS & SCIENCES



HOST PROFILE

The Arte & Co.Scienza Foundation's main goal is to carry out interdisciplinary research in ethics, art, science, the environment, and technology and to organize related projects and cultural events.

INTERN PROFILE

- Interest in Art
- Interest in 3D technologies and video making
- Confident manual skills

EXPECTED INTERN DUTIES

- 3D software project and printing
- Ancient sculptural techniques
- Video making and editing, drone filming
- Support managing the bioparco and the energy storage systems

WEBSITE

<https://www.centrostudi-arteecoscienza.it>

LOCATION

[S. Flora Torrita 19/d, Arezzo](#)

This site can be reached by public bus



ARTE & COSCIENZA

OFFICINE MONTECRISTO

THEATRE COMPANY

OM

OFFICINE
MONTECRISTO
PRODUZIONE ARTISTICHE

HOST PROFILE

Officine Montecristo is a theatre company and a cultural association based in Arezzo. Its main activities are aimed at empowering young artists and promoting cultural events. The company is the leading promoter of the Arezzo Crowd Festival.

INTERN PROFILE

- Interest in the world of theatre
- Flexibility and motivation
- Attitude to learn and good communication skills
- Basic knowledge of Italian
- Basic knowledge of social media management, Photoshop and Wordpress

EXPECTED INTERN DUTIES

- Support in creating and promoting cultural events and activities

WEBSITE

officinemontecristo.com

LOCATION

[Via San Bernardino da Siena 5, Arezzo](#)

Approx. 30-minute walk from Rooney Family Center



OFFICINE MONTECRISTO

FONDAZIONE GUIDO D'AREZZO

EVENTS MANAGEMENT



HOST PROFILE

Fondazione Guido d'Arezzo runs the season for Arezzo's main theatre (Teatro Petrarca), a well-known International Choir Competition, music concerts and art exhibitions.

INTERN PROFILE

- Knowledge of Office Package
- Basic knowledge of Italian
- Interest in drama and music

EXPECTED INTERN DUTIES

- Support the organisation of the foundation's events and assist in day to day activities.
- Oversee translation processes.
- Basic knowledge of Italian

WEBSITE

www.fondazioneguidodarezzo.com

LOCATION

[Corso Italia 102, Arezzo](#)

Approx. 15-minute walk from Rooney Family Center



FONDAZIONE GUIDO D'AREZZO

INTERNSHIP LISTINGS

Public Administration



STRATEGIC PLANNING & PROGRAMMING FOR THE EU DEPT.

MUNICIPALITY OF AREZZO



HOST PROFILE

The Arezzo Town Hall is the political and administrative epicenter of the largest province in Italy. It is also the site of several temporary exhibition spaces and the core of the tourist information office.

INTERN PROFILE

- Some knowledge of Italian
 - Able to work in a team
 - Good communication skills
 - Good writing skills
-

EXPECTED INTERN DUTIES

- Work with the Office of International Relations, EU non-profit initiatives, and EU integration with non-EU nations
 - Assist in developing projects on behalf of the Norman and Arezzo sister-city agreement.
 - Translate reports on EU issues.
-

WEBSITE

www.comune.arezzo.it

LOCATION

Piazza della Libertá 1, Arezzo

Approx. 5-minute walk from Rooney Family Center



COMUNE DI AREZZO

AREZZO INTOUR

DESTINATION MANAGEMENT
ORGANIZATION



FONDAZIONE
AREZZOintour

HOST PROFILE

Arezzo Intour is a non-profit foundation whose aim is to promote the city of Arezzo and its image as a tourist destination, as well as develop and improve services for tourists.

INTERN PROFILE

- Able to use social media
- Able to use Youtube
- Basic knowledge of Italian

EXPECTED INTERN DUTIES

- Contribute to social media projects about the cultural heritage of Arezzo
- Generate ideas for marketing Arezzo in the US and developing the "sister city" relationship between Norman and Arezzo).

WEBSITE

www.arezointour.it

LOCATION

Via Albergotti 13, Arezzo

Approx. 8-minute walk from Rooney Family Center



AREZZO INTOUR

INTERNSHIP LISTINGS

Charities & Non profit



TERRAVIVA

SOCIAL AGRICULTURE
COOPERATIVE



HOST PROFILE

TerraViva is a farmers' cooperative founded in Arezzo in 2011. It has 15 members who collaborate together, offer educational and vocational guidance to “disadvantaged” people, and help with job placements.

INTERN PROFILE

- The intern should have a genuine and true passion for nature and gardening
 - Willing to do physical, outdoor work.
 - Basic knowledge of Italian
-

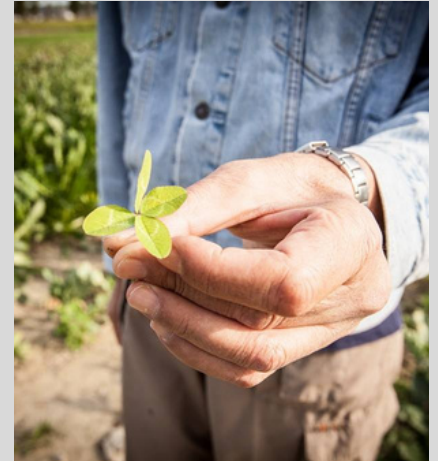
EXPECTED INTERN DUTIES

- Help with tasks including: sowing seeds, making compost, gardening, planting, cutting wood, weeding, harvesting, packing, and wine and oil making
-

LOCATION

[Piazza Andromeda 20, Arezzo](#)

This site can be reached by public bus



TERRAVIVA

CULTURAL ASSOCIATION FOR SOCIAL INCLUSION



HOST PROFILE

This association is dedicated to celebrating diversity, developing relationships with migrants in the local community and promoting their integration within the city.

INTERN PROFILE

- Basic knowledge of Italian
 - Good computer technology skills
 - Interest in writing and journalism
-

EXPECTED INTERN DUTIES

- Translation of Italian articles into English supervised by a bilingual speaker
 - Helping with video-editing, online blogging and/or formatting (the program InDesign will be used)
 - Writing articles
 - Support staff in day to day activities
-

WEBSITE

<http://www.bangladesharezzo.com>

LOCATION

[Via Eritrea 9, Arezzo](#)

Approx. 15-minute walk from Rooney Family Center



CULTURAL ASSOCIATION FOR SOCIAL INCLUSION

HOST PROFILE

Koiné is a social cooperative which plans and manages social services in education, health, social skills, professional training and youth risk behaviour prevention.

INTERN PROFILE

- Some knowledge of Italian
 - Able to work in a team
 - Proactive and collaborative
 - Interest in social issues
 - Good at relating to others
-

EXPECTED INTERN DUTIES

- Collaborating with a tutor on special projects for the various areas of the cooperative.
-

WEBSITE

<http://www.koine.org>

LOCATION

[Via Duccio da Buoninsegna 8,
Arezzo](#)

Approx. 25-minute walk from Rooney Family Center.
It can also be reached by public bus



KOINÉ

LEGAMBIENTE AREZZO



ENVIROMENTAL ORGANIZATION

HOST PROFILE

Legambiente (League for the Environment) is the most widespread environmental organization in Italy,

INTERN PROFILE

- A nature lover
 - Proactive, propositional and inventive
 - Flexible
 - Good at working with others
-

EXPECTED INTERN DUTIES

- Work with teachers to create projects for citizens and schools
 - Assist with public events such as "The Energy Fest" and "Next Earth"
-

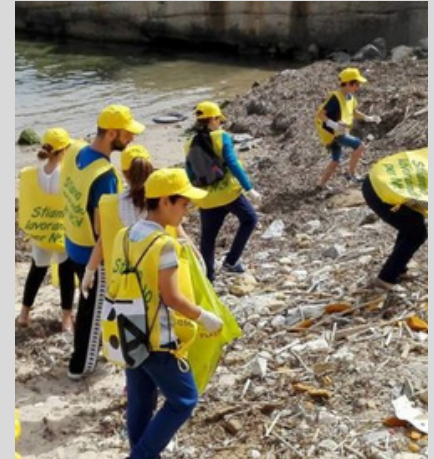
WEBSITE

<http://www.legambientearezzo.it>

LOCATION

Via Ristoro d'Arezzo, 79/81

Approx. 20-minute walk from Rooney Family Center.
It can also be reached by public bus



LEGAMBIENTE

INTERNSHIP LISTINGS

The Legal Profession



GATTESCHI STUDIO LEGALE

LAW FIRM



HOST PROFILE

The firm provides legal services in multiple areas, mainly in commercial and contract law, corporate and financial transactions and legal advising. Recently it has also opened an area of practice in food law.

INTERN PROFILE

- Interest in expanding knowledge and in empowering job-related skills
 - Beginners knowledge of Italian
 - Interest in the field of law
-

EXPECTED INTERN DUTIES

- The intern will be assigned to a study project and will have full assistance from the supervisor.
-

LOCATION

[Via Mannini 2, Arezzo](#)

Approx. 10-minute walk from Rooney Family Center



**GATTESCHI STUDIO
LEGALE**

BARTOLOZZI & JOSEPH

LAW FIRM



HOST PROFILE

This law office focuses on penal & civil cases, contracts, business and commercial law.

INTERN PROFILE

- Basic technical computer skills
 - Beginners Italian
 - Diligent and responsible
 - Interest in law
-

EXPECTED INTERN DUTIES

- Use of Microsoft Office
 - Use of Windows OS
 - Responsibilities of a junior executive assistant
-

WEBSITE

www.jbinternationallegalservices.org

LOCATION

[Via Garbasso 36/B, Arezzo](#)

Approx. 20-minute walk from Rooney Family Center



BARTOLOZZI & JOSEPH

INTERNSHIP LISTINGS
Science and Technology
Industries



ARS AUTOMATION

COMPUTER ENGINEERING



HOST PROFILE

ARS has been working for over 30 years in the development and supply of solutions for flexible automation. Located in Arezzo, its expertise ranges from industrial robotics to artificial vision, operating internationally in a wide variety of industries: electronic, automotive, electrical appliances, cosmetic, medical, mechanic, and life science.

INTERN PROFILE

- Marketing department: Able to work with media and social media platforms
- R&D department: Engineering or IT skills

EXPECTED INTERN DUTIES

- Production/post-production of pictures and videos
- Social media management
- Support R&D team on software/mechanical projects

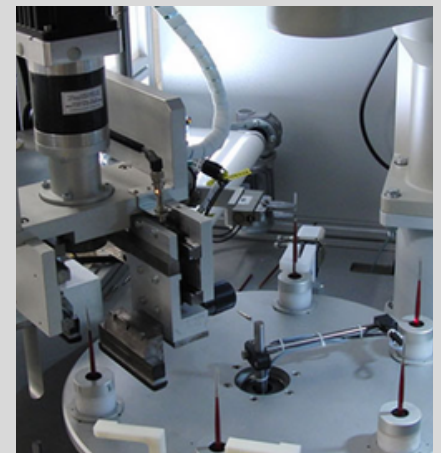
WEBSITE

<https://en.arsautomation.com>

LOCATION

[Via G. Vico 7, Arezzo](#)

This site can be reached by public bus



ARS AUTOMATION

FLEXLINE

SOFTWARE COMPANY



HOST PROFILE

Flexline is a software company working in photography web design. Its main product is a complete (hardware and software) solution for high quality digital photographic shots of jewellery and related items. The company also creates custom e-commerce websites and apps for iPad and android to make catalogs created with Flexline software.

INTERN PROFILE

- Should like working in team
 - Good communication skills
 - Creative and proactive
 - Basic technical computer skills
-

EXPECTED INTERN DUTIES

- Work with web/e-commerce team to improve the company's online and social media
 - Incorporate more company information into the website, social media and newsletter campaign
-

WEBSITE

flexlinetech.com

LOCATION

[Via Fiorentina 443, Arezzo](#)

This site can be reached by public bus



FLEXLINE



HOST PROFILE

SECO, which employs more than 300 people with revenues of more than €54 million, designs and produces in-house embedded systems and IoT solutions: from the single microcomputer to integrated and “ready-to-use” systems. SECO operates on a global scale and has offices in Italy, Germany, the U.S., India and Taiwan as well as its own distribution network.

INTERN PROFILE

- Dynamic and creative
 - Excellent technical computer skills
-

EXPECTED INTERN DUTIES

- Firmware development
 - Use of laboratory tools: oscilloscope, JTAG, protocol analyzer
-

WEBSITE

www.seco.com

LOCATION

[Via A. Grandi 20, Arezzo](#)

Approx. 30-minute journey by public bus



SECO

LA FABBRICA DEL SOLE

ENERGY R&D FACILITY



HOST PROFILE

La Fabbrica del Sole (FDS) built the first biocell composting facility in Tuscany. Later, it switched its focus to energy and in 2008 it designed and built the world's first hydrogenduct in an urban area.

The newest innovation from La Fabbrica del Sole is the Off-Grid patent, a completely unplugged structure.

INTERN PROFILE

- Interest in sustainability and environmental issues
- Good knowledge of Italian
- Good writing skills

EXPECTED INTERN DUTIES

- Translate technical documents related to hardware, documentation for international projects, web pages, digital interfaces
- Travel to conferences to assist FDS staff

WEBSITE

www.lafabbricadelsole.it

LOCATION

[Via del Tramarino 17, Arezzo](#)

This site can be reached by public bus



LA FABBRICA DEL SOLE

CASA DELL'ENERGIA

EVENT MANAGEMENT
& ENERGY CONSULTING



HOST PROFILE

Casa dell'Energia organizes cultural, private and corporate events; it also works as Energy Consultant for the Public Administration and private companies operating in the field of Renewable Energies .

INTERN PROFILE

- Good knowledge of Office Package, including Excel
- Interest in renewable-energy industry
- Basic knowledge of Italian

EXPECTED INTERN DUTIES

- Assist in organizing events at the Urban Center
- Social media management for several platforms (TikTok, Instagram, Facebook, Youtube)
- Research activity and participation in funded European calls about renewable-energy projects for Arezzo city

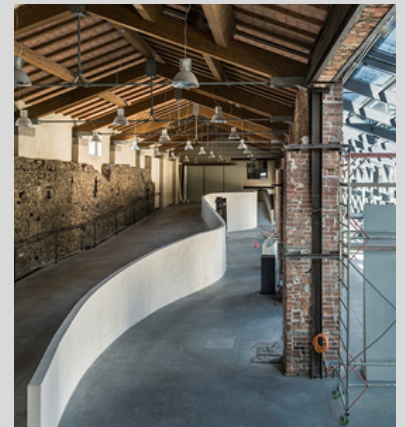
WEBSITE

www.nuovaenergiaitalia.com

LOCATION

[Via Leone Leoni SNC, Arezzo](#)

Approx. 15-minute walk from Rooney Family Center



CASA DELL'ENERGIA

MA.CE.VI

CONCRETE FLOORING COMPANY



HOST PROFILE

Ma.Ce.Vi has been operating for over 50 years in the field of concrete block and interlocking block pavers for houses and industrial factories. The company employs state-of-the-art technologies and machinery.

INTERN PROFILE

- Engineering background
 - Good technical IT skills - specific knowledge of Cad, 3D modelling softwares, Photoshop, Indesign.
 - Good knowledge of Italian
-

EXPECTED INTERN DUTIES

- Design the industrial products involved in production
 - Web design
-

WEBSITE

maceviweb.com

LOCATION

[Viale di Pesciola 77, Arezzo](#)

This site can be reached by public bus



MA.CE.VI

NUOVO MONTEFALCO STUDIO ASSOCIATO ING. FAZZI

CIVIL ENGINEERING

HOST PROFILE

Civil Engineering associated firm dealing with architectural projects for productive and residential buildings

INTERN PROFILE

- Good technical computer skills
 - Creative
 - Interest in engineering and architecture
-

EXPECTED INTERN DUTIES

- Use of windows and AUTOCAD
 - Cooperating with graphic and project analysis
 - Share new personal and cultural know-how
-

LOCATION

[Via Monte Falco 31, Arezzo](#)

Approx. 10-minute walk from Rooney Family Center



**STUDIO ASSOCIATI
FAZZI**

PGS INGEGNERIA

ENGINEERING STUDIO

PGS | ingegneria
Studio Associato

HOST PROFILE

PGS Ingegneria is a multidisciplinary studio which focuses on Civil, Mechanical and Electrical designs with a professional focus on the fashion industry. The PGS team works on projects across Europe doing construction supervision, project management, and structural engineering for some of the most important names in the fashion industry.

INTERN PROFILE

- Knowledge of and interest in engineering
 - Creative and inventive
 - Good communication skills
-

EXPECTED INTERN DUTIES

- Assist with designing civil, mechanical and electrical systems
 - Provide assistance to the team
 - Conduct a personal project using new and existing knowledge
-

WEBSITE

<http://www.pgsingegneria.it/>

LOCATION

[Via Guido Monaco 65, Arezzo](#)

Approx. 10-minute walk from Rooney Family Center



**PGS
INGEGNERIA**

POLCRI

ENGINEERING STUDIO



HOST PROFILE

Polcri is an engineering associate firm set up in Arezzo in 1974. A pool of technicians, specialized in different fields, provides technical and economic services for structural planning as well as other systems' planning.

INTERN PROFILE

- Engineering background
- Good knowledge of graphic softwares such as AutoCAD

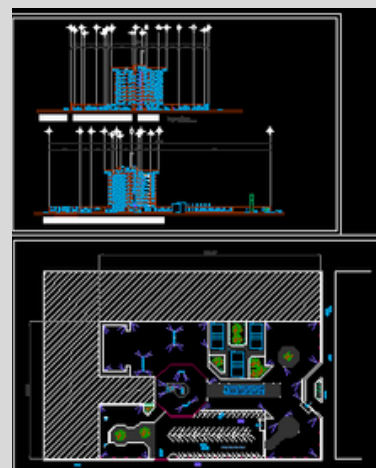
EXPECTED INTERN DUTIES

- Design projects of hotels, shops and luxury residences
- English speaking clients support

LOCATION

[Via Isonzo 33/1, Arezzo](#)

This site can be reached by public bus



POLCRI

SUPERPLUM STUDIO

ARCHITECTURE STUDIO



HOST PROFILE

SuperPlum Studio is an office directed by the Architect Giuliana Frangipani who works on projects in Arezzo and Europe.

INTERN PROFILE

- Interest in Architecture
 - Good technical IT skills - specific knowledge of Photoshop, Cinema 4D, Rhinoceros.
 - Organizational skills
 - Some knowledge of Italian
-

EXPECTED INTERN DUTIES

- Assiste with tasks according to each project, such as graphic development activities, periodic inspections on site, search for materials;
-

WEBSITE

www.superplumstudio.com

LOCATION

[Piazza SS. Annunziata 1, Arezzo](#)

Approx. 5-minute walk from Rooney Family Center



SUPERPLUM STUDIO

WE!52100 COWORKING

COWORKING NETWORK



HOST PROFILE

Coworking space powered by a team of creative freelancers. Graphic developers, web developers, social media specialists, marketers, PR, architect and other freelancers who work with creativity and share processes.

INTERN PROFILE

- Good technical computer skills
 - Intermediate knowledge of Italian
 - Ability to translate
 - Like working in team
-

EXPECTED INTERN DUTIES

- Business, PR, Marketing, Graphics
 - Videomaker, translator, copy, social media marketing
 - Working in team with other freelancers to develop projects
-

WEBSITE

www.facebook.com/We52100/

LOCATION

[via Leone Leoni \(Casa dell'Energia, Arezzo\)](#)

Approx. 5-minute walk from Rooney Family Center



WE!52100

INTERNSHIP LISTINGS

Food & Beverage



BIOBACCHE TOSCANE

FOOD/BEVERAGE SHOP



HOST PROFILE

Biobacche Toscane srl was founded in 2015 and, since then, produces and distributes organic fruits juices, "Pure extracts" and vegetable chips, all with no added sugars and natural ingredients.

INTERN PROFILE

- Good computer skills
- Excellent working knowledge of Facebook and Instagram
- Good organizational skills
- Interest in food and wellness

EXPECTED INTERN DUTIES

- Contribute to the social media marketing activity of the agency
- Assistance with logistics.

WEBSITE

www.biobacchetoscane.com

LOCATION

[Via Siro Fantoni 64, Subbiano](#)

This site can be reached by train in approx. 30 minutes



BIOBACCHE TOSCANE

PASTIFICIO FABIANELLI

PASTA PRODUCER



HOST PROFILE

The Fabianelli Pasta Company is a family run business that exports its products to over 60 countries. It has also developed a specific brand for the US market.

INTERN PROFILE

- Good organizational and IT skills
 - Some knowledge of Italian
 - Knowledge of social media marketing
 - Interest in Italian food
-

EXPECTED INTERN DUTIES

- Assist with social media marketing and web content
-

WEBSITE

www.fabianelli.it

LOCATION

[Via S. Antonino 107. Castiglione Fiorentino](#)

This site can be reached by train OR bus in a approx. 15 or 30 minutes



PASTIFICIO FABIANELLI

IL RISTORANTE DI MARIANO

ITALIAN RESTAURANT



HOST PROFILE

Italian restaurant, Tuscan traditional recipes, reinterpretation of Risorgimento recipes through which one can learn more about Italian history and culture.

INTERN PROFILE

- Passion for food and food making
 - Good communication skills
 - Flexible, practical and good manual skills
 - Some knowledge of Italian
-

EXPECTED INTERN DUTIES

- Shadow chef Mariano
 - Learn how to cook (courses offered by the restaurant)
 - Assist at the front desk of the restaurant
-

LOCATION

[Via Vittorio Veneto 14, Arezzo](#)

Approx. 20-minute walk from Rooney Family Center



IL RISTORANTE DI MARIANO

INTERNSHIP LISTINGS

The Fashion Industry



THE MONNALISA FOUNDATION

FASHION BASED CHARITY ORGANISATION



HOST PROFILE

This not for profit Foundation was created by the owner of the children's fashion company 'Monnalisa'. It runs a chain of charity shops through which it funds social inclusion and educational projects in local communities.

INTERN PROFILE

- Passion for fashion
- Good relationship builder
- Good communicative skills in English
- Commitment to the core values of social responsibility and engagement

EXPECTED INTERN DUTIES

- Manage social media communication aimed at improving the visibility of the Monnalisa charity shops
- Assistance with the organisation of events

WEBSITE

www.fondazionemonnalisa.com

LOCATION

[Via Spallanzani 23 - Arezzo](#)

The site can be reached by bus in approx. 10 minutes.



**FONDAZIONE
MONNALISA
CHARITY STORE
OPENING**

SHARE MY BAG SRL

FASHION PLATFORM



HOST PROFILE

Our website is online all over the world from April 2018, We allow users to post listings to rent out fashion items from their wardrobes.

INTERN PROFILE

- Familiar with social media, especially Instagram
 - Able to work in team, be proactive and share innovative ideas.
 - Knowledge of ADOBE PHOTOSHOP.
-

EXPECTED INTERN DUTIES

- Research the main influencers of New York
 - Research target clients with fashion interest and resident in NYC to present ShareMyBag and the advantages of its use
 - Research fashion brands that can use our service
 - Support in the promotion of our Milan event
 - Research possible ShareMyBag promotion techniques for NYC and custom for specific targets
-

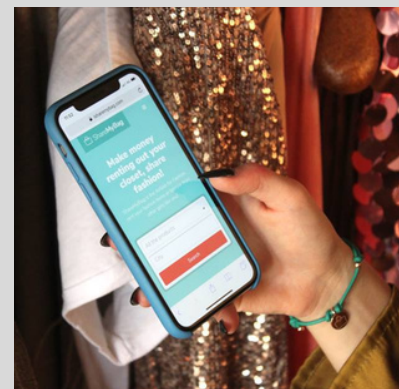
WEBSITE

<https://www.isharemybag.com/>

LOCATION

[Via Vittorio Veneto 69, Arezzo](#)

Approx. 20-minute walk from Rooney Family Center or it can be reached by public bus



SHARE MY BAG

LEBOLE GIOIELLI

ITALIAN ARTISAN-MADE
JEWELLERY BRAND

LEBOLE
GIOIELLI

HOST PROFILE

Lebole Gioielli creates jewels made entirely by hand, inspired by art and travel.

It is a family-run retail business featured at the most important trade fairs in the field, such as Vicenza, Homi, Sicily Gold Fair and Tàri.

INTERN PROFILE

- Interest in fashion and art
- Basic knowledge of Italian
- Flexibility
- Good writing skills in English

EXPECTED INTERN DUTIES

- Quality control
- Update Ecommerce content
- Order preparation
- English speaking client support

WEBSITE

<https://www.lebolegioielli.it/en-it/>

LOCATION

[Via Margaritone 27 A/B/C, Arezzo](#)

Approx. 20-minute walk from Rooney Family Center



LEBOLE GIOIELLI

BOXING BY SIL.DOR

LUXURY ITALIAN JEWELLERY BRAND

BOXING
JEWELS

HOST PROFILE

This company has been producing jewels for 35 years. It is specialized in producing stainless steel jewels, magnetic clasps and silver knitted scarves.

INTERN PROFILE

- Able to use social media
 - Good knowledge of Italian
 - Good communicative skills in English
 - Interest in accessories and design
-

EXPECTED INTERN DUTIES

- Assist with the Facebook page: Boxing Jewels
 - Write posts in English and Italian.
 - Help with other social networks such as Pinterest and/or Instagram.
-

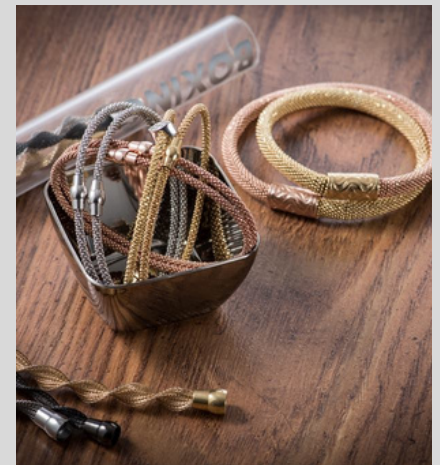
WEBSITE

www.facebook.com/boxingjewels/

LOCATION

[Via Grandi Achille 77, Arezzo](#)

The site can be reached by bus in approx. 30 minutes



BOXING JEWELS

INTERNSHIP LISTINGS

Financial & Web Services



SERVIZI AMMINISTRATIVI

ACCOUNTING FIRM



HOST PROFILE

This local accounting firm deals with a variety of different fields such as finance, economics, business consultancy, book keeping, tax returns and payroll.

INTERN PROFILE

- Basic IT skills
- Pre-intermediate Italian
- Interest in the Italian markets and economy
- Organized and detail oriented
- Able to work with a partner

EXPECTED INTERN DUTIES

- Introduction to Italian taxation through submission of accounting documents,
- Compilation of tax declaration forms,
- Step by step approach to setting up a company

WEBSITE

www.serviziamministrativiarezzo.it

LOCATION

[Via Monte Cervino 25, Arezzo](#)

Approx. 15-minute walk from Rooney Family Center



**SERVIZI
AMMINISTRATIVI**

OFFICINA AGILE

SMART HUB FOR IT
SERVICES, FINANCE AND
WEBMARKETING



HOST PROFILE

Officina Agile is a dynamic space in Arezzo shared by startups in order to develop their projects.

The PMI Agile platform offers digital and innovative solutions to Italian SMEs. It contains several tools: Virtual CFO, Virtual HR, Benchmark.

INTERN PROFILE

- Basic IT skills
- Interest in the Italian markets and economy
- Organized and detail oriented

EXPECTED INTERN DUTIES

- Identify main targets and buyer personas for PMI Agile platform
- Identify go-to market and commercial strategies
- Weekly reporting activities

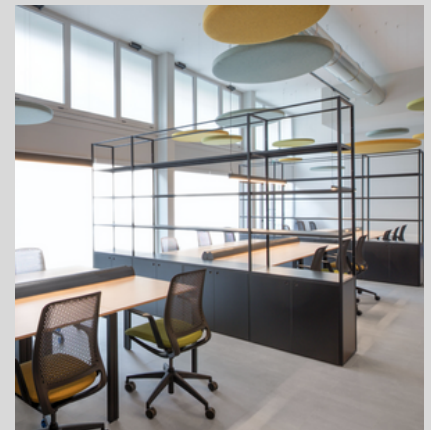
WEBSITE

www.officinaagile.com

LOCATION

[Via Isonzo 70, Arezzo](#)

Approx. 30-minute walk from Rooney Family Center



OFFICINE AGILE

SINTRA CONSULTING

WEB MARKETING

sintra
DIGITAL BUSINESS

HOST PROFILE

Sintra Consulting deals with market studies and web marketing strategies of penetration. 1Minutesite is a product of Sintra Consulting.

INTERN PROFILE

- Good knowledge of business and marketing
 - Excellent technical computer skills
-

EXPECTED INTERN DUTIES

- Work with the web marketing team to study US markets
 - Assist with writing business plans
 - Help with blogging, newsletters, pay per click functions, banner campaign and google analytics
-

WEBSITE

www.sintraconsulting.it

LOCATION

Via Fratelli Lumiere 19, Arezzo

This site can be reached by public bus



SINTRA CONSULTING