



INTERCULTURA is now accepting applications for administrative and marketing volunteers. Volunteers will work half-time (22 hours per week approx) in Intercultura's offices in Heredia, assisting with customer service, marketing and general administrative duties. Requirements are:

- office experience
- excellent customer service skills
- reliable, professional, friendly, organized, flexible
- good personal presentation (tidy appearance)
- good computer skills
- fluent in German, other languages a plus (eg. Dutch, French or Chinese)
- fluent English and upper-intermediate or higher Spanish
- 6 month+ time commitment. Preference given to candidates able to commit to a full year.

Benefits:

- free Spanish classes during placement
- flexible Friday schedule
- homestay at discounted price (\$400 per month, noncommissionable) if desired
- certificate for 4 weeks of free Spanish classes upon successful completion of volunteer placement, valid for up to two years from termination of placement (non-transferable).

To apply, please send your CV and a cover letter stating your reasons for wanting this position and what you hope to gain from it to laura@interculturacostarica.com