Information

Established on Jan’ 2016, Sapient is a project-oriented, social business, and democratic organization.

We believe that every individual is unique and talented and has the potential to make a positive change in this world. Here everybody can express themselves and manage their own work.

We want to make a difference and support every idea that can solve the challenges we see in the world and our society. We are young inspired individuals, from all over the world who dedicate themselves to stop food waste, renew democracy, provide local green energy solutions, and help other social businesses in their path to positive impact.

We have projects for each topic, each with its own goals and team. The teams work individually, but together, with freedom, but with defined goals and responsibilities. Our interns are Padawans, already with power and making decisions.

The opportunity

Sapient is in a phase which requires many tasks to be done simultaneously to increase our impact. Anyone who would like to have a more in-depth understanding of social business, social & environmental impact, and participating in a dynamic, proactive and young environment are welcome to apply for this internship.

The Sapient team works hard to impact and involve as many people & organizations as possible, thus, there are many exciting daily tasks and we are open for suggestions for new directions we could take. You are very welcome to try your best and obtain the experience you are seeking. We will tailor the internship to you. You will have the opportunity to meet new people and bring onboard to our network.

Positions

Design & Communication

We constantly have design work, and a lot of it, for a multitude of different design work.

Graphic design

From web design via the Wix platform of our various websites; through banners and posts for social media, ads, logos etc.; to offline communication design such as banners, flyers, stickers, t-shirts and more. We also help our partners with their design work, as well as our clients.

We always have 2 to 3 people in this position, because of the quantity of work, but also because we believe people are better off working in a team.

Video editing and animation

We create videos to explain our products and how to use them, promote social and environmental goals, and promotional videos to expand our reach. For this we need to film and edit, as well as create animations. Therefore, we are looking for an animator who can also film and edit, or a film producer and editor, and an animator.

This could be a position for 2 or 3 people.
Event Organizer

Sapient gives workshops to social businesses and ‘do good’ corporates as well as organize events for these clients and partners, for them, or in partnership with them. The workshops need to be scheduled, organized and promoted, and so do the more external events, but in slightly different way. Of course, we have more freedom to change and experiment during our own events, which requires some creativity, and in any case, this position carries a lot of responsibility, tight time & expectation management, and ability to execute within deadlines.

Sapient is also the proud sponsor of MakeSense in the Netherlands, therefore we also have the following events to take care of, organize, promote, follow-up, etc.:

- Monthly SEF (Social Entrepreneurship Friday) every 1st Friday of the month
- Monthly SD (SenseDrink) every 3rd Thursday of the month
- Hold-ups - brainstorm session to solve challenges of social entrepreneurs
- SenseFiction - hackathon session to create social businesses from ideas
- SenseCamp - a yearly conference of MakeSense
- This position requires 1 or 2 people. The closer we get to the SenseCamp (next one is September 2018), the more tasks need to be done, and then 2 people are required, or maybe even 3, because each camp is slightly bigger than the last.

Leadership Wingman/Woman

Our leadership is very busy, and cannot attend all the different daily, weekly, and monthly administrative tasks we have. In this position you will be in charge of scheduling company time, events, and calendar; In charge of ‘Talent’, people coming and leaving Sapient (others call it HR - Human Resource, but we believe humans are not a resource, but they do have talent); Checking emails of the various projects; and creating protocols for more efficient work processes and communication.

For this position, 1 person is required. You will work very closely with both Max & Coby, on a daily basis, which means that location-wise it will be less flexible than other positions.

Project Leader

It's all in the name! We have many projects and need some fresh hands and brains to help us lead them forward!

From the general operation to the online presence, passing by handling and growing the team(s), you'll be the one in charge!

Highly energetic spirit wanted!

Healthy and Affordable

Our food surplus project.

We save food from markets, sort it, cut it, dehydrate it, pack it and sell it on various platform.

This project needs a lot of different actions from finding our next production location to developing the relation, network, volunteers, and so on!!
Food Circle

Our food surplus network organization.

We are putting together all the food surplus organizations of Amsterdam and the Netherlands.

A very ambitious project where communication skills, online presence as well as local networking will be keys!

Position Research

In this position you will be able to create opportunities for Sapient, help us understand trends and eco-systems, help our network and partners with research for their purposes, advance the knowledge base of Sapient, and create Knowledge banks which will be open source and public for others to use.

In creating opportunities for Sapient, you will be searching for relevant events, competitions, funding applications, networks and tools, potential members for our own networks such as new food surplus organizations to join Food Circle, and more.

To be able to understand trends in the industries relevant to Sapient, and furthermore to understand the eco-systems created within these industries, you will be able to create a system to share new insights within Sapient.

Our partners and network members have research needs to try to help with as well, and this will be your task, Nd by fulfilling it you’ll be enriching our relationships further.

With all of the above and more research actions we will decide upon together, you will be adding to the knowledge base of Sapient and empower us with more knowledge and skills.

Position Social Media & Promotion

We have many accounts for each project, which need to be managed. You will be creating content, also together with the design and video teams, post it, promote (Boost) these posts, answer questions and communicate with members of the different communities, create relationships with other pages and groups, and more. You will learn about new platforms you probably never used, as well as sharpen your skills on the ones you know & use already.

It will be necessary for you to learn about new developments of the platforms, to stay ahead of the game. You will learn how to create plans for posts and promotion as well as how to execute the, as well as learn how to automate some of the tasks to increase the efficiency of the work process.

Right now, a lot of the work is done manually, but ultimately we would like our social media activity to be as automatized as possible. This means that you will not only create content but also improve the efficiency of this position.

We require 2-3 people constantly in this position, working together in a team.
**Position Talent Coordinator**

As a growing company, we need someone to handle and take care of the whole. We need someone able to deal with the many different projects, teams and individuals forming always very diverse teams. The talent manager will have to take care of a multitude of different tasks, from team building and management, to managing the entire process of “Welcoming” and “Saying Goodbye” of our interns (we call them “Padawans”, by the way), passing by taking care of the groups and teams and making sure the leadership teams is up to date with the status of the whole team.

**Position Sales & Customer Service**

Sapient has a few streams of revenue which could be enhanced with a sales representative. This position could be developed to a permanent position within Sapient. Some of Sapient projects have a lot of potential to earn more for the organization, but these opportunities are under-utilized, and we would like to give ourselves a push with this position.

Main tasks will be around the sales of Real-Life-Games we are facilitating and building, together with our partners, Logic Locks, one of the best experience design companies in the industry. Furthermore, Healthy & Affordable products are already being sold in quite a few locations, but the management of these sales together with its project leader, are vital for the growth of the project. We sell mostly online and are a few more platforms we would like to use, and this will be part of what this position entails. You will be able to create logistical solutions to manage our sales better, find new selling locations, collect data regarding our sales, analyses it, and improve.

You will also handle our customer care, make sure they are satisfied, and find ways to do what we do even better.

**English is a must**

The internship will involve English writing, reading and conversation skills. You need to have an excellent command of English to be able to contribute to the work. In general communication with Dutch entrepreneurs can be done in English. All communication in the office is done in English as well. If you feel your level of English needs improvement, please take care of that before applying. We are covering the Netherlands therefore along with English, any knowledge of the Dutch language is an advantage and will also help you with your social life. ;-)

**Internship duration and working hours:**

You can choose the duration that suits you best, but we require a minimum of three months. You can choose your own working hours as full-time or part-time as long as you strictly follow the program you set for yourself. Our recommendations are:

- **Full-time:** 8hrs/day - 5 days/week
- **Part-time:** 5hrs/day - 5 days/week
We can always negotiate to decide how long the internship should be and how many hours per day are suitable for you, as well as days per week. You can also work less days per week, which leaves you time to work as well on other projects or ideas you might have for your future, or have an income earning job on the side.

Please Note: This internship platform requires us to put a specific amount of months for the internship, but other duration options are also possible with a minimum of two months.

Location:

We have no fixed office and work from various places in Amsterdam like the VU (Vrije Universiteit), UVA (Universiteit Van Amsterdam), or OBA (Openbare Bibliotheek Amsterdam), as well as other co-working spaces in the city.

Who do we like to work with?

The Sapient team is comprised of people who are punctual, team oriented, goal driven, proactive, and highly motivated to make the world a better place. We require the same from all our team members, so they can fit in this environment we created.

Your work will be mostly on your own or with another intern, so you will have to be very independent, self-supportive, proactive and outgoing and being able to manage your own time in view of the goals to be achieved. We will have team meetings at least once a week where we try to create a strong team feeling and you will be required to fit into that. We like our Padawan to come with solutions instead of problems.

Skills

Depending on your prior skills, the position you applied for, and what you are good at, in combination with what needs to be done and what you like to do, you will be able to earn experience in the following: Team work, scheduling, decision making, project management, event planning, writing skills in various levels, strategic planning, time management, human resource management, multimedia, social media, and more.

If you haven’t used these yet, you might also earn experience in the following programs/platforms/tools: Google services, Quire, audio/video tools, more than 20 different social media tools, WunderList and more.

You can also improve some other qualities: self-confidence, results-driven attitude, dealing with complex challenges and teamwork.

Qualifications

Motivation and interest in social entrepreneurship and/or social startups.

Depending on the position you applied for, there are different qualifications required, such as:

- Marketing Communications
- Public Relations
• Design Skills
• Media and Communications
• Entrepreneurial and creative mindset
• Action-oriented, takes initiative, spontaneous
• Sociable personality, good at communicating with people and enjoys social activities, bringing people together
• Skilled at presentations and comfortable communicating to large groups of people
• Previous experience with posting on social media commercially is a plus (Facebook, Twitter, LinkedIn, Instagram)
• Event Management skills/experience is also a plus

Do you / are you…?

Believe in a better world; Environmentally safe and friendly; social; passionate about social business and other initiatives in the Netherlands and around the world; equality for all; positive impact oriented, sharing economy promoter; a believer in a fair society; rational; logical; good hearted; make sense; fight food waste; believe in a better democracy; know that every individual can create positive impact?
Yes to all?? Wow.... then you are even more than welcome to join us  :-)  

Contact information:

Please send your CV, motivation letter, and social media links to: sapientsee.talent@gmail.com

Be sure to add the words “Internship application [position]” in the subject header so we can easily distribute your mail to the other team members.

Website: https://sapientnl.wixsite.com/sapient

Compensation: No financial compensation