

Venture Education Internship

Venture Education empowers education in China. Headquartered in Beijing, Venture is an award-winning consultancy with a diverse team of innovative educators, researchers, business specialists and project leaders. We improve global education through sharing best practice, partnering with international schools, leading organisations and developing creative new approaches.

Your job as our intern is to collaborate with Venture's international research team across a number of diverse projects that contribute to and drive con-temporary debates in the Chinese education sector. You will be involved with exciting projects and be able to take initiative, learning along the way about every aspect of education consultancy in China.

Responsibilities include (but not limited to):

- Track news about education in China from both Chinese and international sources.
- Support the delivery of insightful guides and reports on education in China.
- Contribute to the planning and execution of stakeholder engagement projects and activities.
- Create thoughtful and empathetic content for Venture's LinkedIn account and supporting the growth of followers and engagement.
- Support business development tasks such as data organisation and lead research
- Support the team with other ongoing projects

Key requirements:

We are a dynamic team, we care about what we do, and we have high expectations of each other. This is not just a job; it's becoming an integral part of an organisation that has an impact.

So we request the following:

- Proficiency in using Google, Chinese search engines, and social media for information retrieval.
- Ability to quickly research and learn about a new subject.
- Strong attention to detail and accuracy when writing, proofreading and copy-editing.
- Ability to plan and organise tasks to meet deadlines in a fast-paced working environment.
- Ability and willingness to take ownership of projects and deliver high-quality outcome..

Attributes that would give a candidate an edge:

- Experience in China and/or global education sector.
- Having related research or internship experience.
- Focus on problem-solving instead of excuse-finding.
- Passion for reading, writing, and researching.

What will you get out of the role?

- Project outcomes that will give you an edge in future job applications.
- Rapid growth into research skills and project management skills.
- Regular check-in guidance from direct supervisor.
- An incredibly solid grounding in an innovative consultancy company.
- Engaging with a diverse, hardworking, knowledgeable, caring team.
- Opportunities to develop in various parts of the organisation
- Ongoing professional development and company events.

Work Arrangements:

- **Reporting to:** Project Leads
- **Schedule:** 9am-6pm; Monday to Friday
- **Period:** Minimum 3 months
- **Compensation:** 150RMB per working day
- **Location:** Beijing office (near Liangmaqiao)

If you are interested in applying, please email your cover letter, CV and latest availability to recruitment@ventureeducation.org

Venture Education 实习生招聘启事

Venture Education 是一家屡获殊荣、总部位于北京的教育咨询公司。我们的团队由教育专家、研究人员、商业顾问和项目负责人组成，致力于通过教育市场情报研究，与国际学校和相关企业、机构合作，探索创新路径，推动中国与全球教育的交流与发展。

我们正在寻找一位实习生与我们国际的团队合作，参与多个聚焦中国教育行业的研究项目和活动。这份实习将带你深入了解教育咨询的方方面面，参与到富有挑战和有意义的的工作中，在实践中不断成长。

主要职责 (包括但不限于)：

- 跟踪整理来自中英文媒体的教育相关资讯并协助撰写有关中国教育的深度研究报告；
- 协助客户关系维护与日常沟通；
- 支持业务开发，包括资料整理、潜在客户研究等；
- 协助策划和执行与利益相关方相关的项目与活动；
- 为我司社交媒体账号（领英、微信公众号）撰写具有洞察力与共鸣的内容，协助提升关注度与互动率；
- 支持团队开展其他项目。

岗位要求：

我们是一支充满活力的团队，热爱自己的工作，并且彼此都抱有很高的期待。这份实习不仅仅是一份简单的工作，更是加入一个真正有影响力的组织，成为其中重要的一员。所以，我们希望你是：

我们希望你具备以下条件：

- 出色的英语口语交流及商业写作能力；
- 熟练使用Google、百度等搜索引擎及LinkedIn社交媒体进行信息、数据获取；
- 能够快速学习和掌握全新主题，具备出色调研能力；
- 注重细节，确保项目成果准确性和专业度；
- 善于任务规划与时间管理，能够在快节奏的工作环境中按时完成工作；
- 主动负责，具备良好的项目推动能力和团队协作能力，能够高质量完成工作。

优先考虑以下申请者：

- 有中国或国际教育领域相关经验；
- 具备教育、研究类实习或工作背景；
- 有出色的解决问题能力，积极主动，不推诿；
- 热爱学习、写作与调研，具备好奇心、创造力和良好的思辨能力。

加入我们，你将收获：

- 可用于未来求职展示的项目成果；
- 快速提升研究能力与项目管理技巧；来自直属导师的定期指导与反馈；
- 在一家富有创新精神的咨询公司中扎实成长；
- 与一支专业、多元、友善的国际团队并肩工作；
- 有机会接触公司内部多个业务板块，拓展职业视野；
- 持续的职业培训与丰富的公司活动。

工作安排：

- 汇报对象：项目主管
- 工作时间：周一至周五，9:00-18:00
- 实习周期：全职不少于3个月
- 实习补贴：150元/工作日
- 工作地点：亮马桥北京办公室

如对此职位感兴趣，请将英文简历和求职信发送至如下邮箱并附上最早到岗日期：

recruitment@ventureeducation.org.