

Internship Opportunity at AFKL – 2026

Position: Marketing and Communication Assistant

About Us:

The **Alliance Française de Kuala Lumpur (AFKL)** is a non-profit organization dedicated to promoting the French language and Francophone cultures in Malaysia. Established in 1961, AFKL is part of the global *Alliance Française* network — the largest cultural NGO in the world, with over 800 centers across continents.

We serve as a dynamic hub for language learning, cultural discovery, and community exchange, fostering lasting connections between Malaysia and the French-speaking world.

Who We're Looking For

We're seeking a motivated and creative **Marketing and Communication Assistant Intern** to join our team. This position is open to **Malaysian citizens** or individuals authorized to work in Malaysia without a visa. Candidates may be **current students** or **recent graduates** in relevant fields.

If you don't have a formal background in Marketing, Communications, or related areas but have a **strong passion for creating content and marketing**, we still encourage you to apply — just make sure to include examples of your work in your **portfolio**.

Your Responsibilities

You'll assist the Marketing & Communication Officer in a variety of tasks, including:

Content Creation & Social Media

- Assist in creating engaging and visually appealing content for AFKL's social media platforms (Facebook, Instagram, and more).
- Help monitor and analyze social media performance.

Website & Email Marketing

- Support updates on the AFKL website.
- Assist in drafting and formatting e-newsletters and announcements to promote classes, events, and cultural programs.

Design & Visual Media

- Create and adapt visuals for both digital and print communication materials.
- Assist in producing short videos or reels for promotional use.

Event Support

- Help coordinate and promote AFKL's cultural events.
 - Support with logistics, photography, videography, and on-site documentation.
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What You'll Bring

- Background in **Marketing, Communications, Media Studies, Business Administration**, or a related field (or a **proven passion and experience** in creating content and marketing).
 - Excellent command of **English** (both written and spoken).
 - Familiarity with **social media management** and creative tools such as **Canva**.
 - **Photography and basic photo/video editing skills** (e.g., Canva, Capcut, etc) are a strong plus.
 - Ability to work both **independently and as part of a team**.
 - Knowledge of **French** is an advantage, but not required.
 - Interest in **arts, culture, and community engagement** is highly valued.
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Internship Details

- **Duration:** 6 months
- **Start Date:** January 6, 2026
- **Allowance:** RM1,000/month
- **Location:** Alliance Française de Kuala Lumpur, Lorong Gurney
- **Submission Deadline:** December 7, 2025