

## **Final Report – FAU Erlangen-Nürnberg**

### **Traineeship Erasmus+**

#### **Youth Entrepreneurship Club (Chania, Greece)**

##### **The organisation**

For my Erasmus+ internship, I had the opportunity to help a small non-profit non-governmental organisation named the Youth Entrepreneurship Club (YEC). Their goal is to contribute to professional training and networking to unleash skills great enough to face up to today's greatest challenges. In short, they organize different events (e.g. motivational talks at local Greek universities, Startup Europe Week Crete) in order to get the Greek community involved in their own business landscape. They also support local projects such as Cretan Astronauts, where a group of young local students plan to be the first Cretans to send something in outer space.

The YEC is still a small organisation and undergoing many changes. They have only been hosting interns since 2017.

##### **Activities & Daily routine**

For my part, I was a Human Resources intern and therefore in charge of recruiting other interns. My main tasks were the following:

- Creating new systems and improving several work processes (e.g. by assessing and analyzing the strengths and weaknesses of the current Human Resources)
- Evaluation of the human resources needs of the organization (e.g. creating worksheets to plan and monitor the HR needs)
- Recruitment process (e.g. create and post job positions, email correspondence, interviews, reviewing candidates, acceptance/rejection of candidates)
- Management of confidential documents (e.g. learning agreements, contracts)

Regarding hours, the timetable was flexible.

On a daily basis, I was mainly managing the incoming interns and recruiting positions that needed to be filled. I also took on tasks of my own as the organisation was small, it gave the possibility for self-responsibility. For instance, I interviewed old interns and some volunteers in order to create a profile of the YEC. The HR department was also quite new and in need of some proper documentation; therefore, I created and updated the job descriptions.

##### **Positive**

The location: Chania/Crete is a beautiful place. The old town of Chania is quite small, so you can walk everywhere (e.g. to the port, to the beach, to shops and restaurants). Crete is worth discovering by car (mountains and beach).

The flexibility: flexible working hours and possibility to bring your own ideas to the table

The work environment with other interns: working with like-minded international interns from many countries

## **What could be improved**

The organisation is still young and going through changes which means that some tasks change along the way and you need to also be patient when proposing changes.

## **Learning & Development**

I have learned about HR in the context of a small organisation which means you see all the normal steps to hire someone. Also, I got to know better the Greek culture which is different from the German one. For instance, I got an insight on how business relationships work in Greece.

## **Language**

I only needed English for the internship. Also, in general, the level of English is very good in Greece which make day to day life easier. As for the Greek language, it is quite hard to learn but I suggest learning at least the basics.

## **Practical tips**

### Accommodation in Chania

During winter time, it is quite easy to find accommodation, you can basically just walk around and call the many places with signs saying room for rent. Normally you would pay around 200-250 euros per month during winter (no tourists).

Starting April/May, it is harder to find accommodation as the tourist season starts. The best way in Chania is still to just ask around (also contact the local university ESN group) as not many apartments or rooms are posted online.

### Chania Airport

There is a bus from Chania airport to Chania for 2,50 euros (timetables are online).

### Travel

The best way to travel on Crete is with a car rental, which can be quite cheap (around 25-30 euros per day). Balos is a very nice beach to see for instance.

For traveling to Athens, either flight or ferry (overnight) is possible. With a ISIC student card, you can get 50% off on ferries within Greece normally.

To visit other Greek islands, it is quite hard in Winter (no ferries from Chania). During summer, there are ferries leaving only from Heraklion.

### Crete

Cretans food is all about the meat and it is quite good. There are many good Cretan tavernas to try.

### GMT

Please be aware that Greek time is different, and it is not only that there is one-hour time difference from Germany. For example, Greek people do not tend to be punctual.