



TERMS OF REFERENCE

Fashion Design Intern

Location: North Lebanon

Project Title: BOOSTLEB

Coordinates with: Project Coordinator

Duration: 20 days – between 19 December, 2024 and 31 January, 2025

Contact: careers@fairtradelebanon.org

SCOPE OF WORK

1. Summary

Fair Trade Lebanon (FTL) is looking for a fashion design student/recent graduate for an internship opportunity at one of its Small and Medium Enterprises (SMEs) beneficiaries in Tripoli, North Lebanon. The intern will be responsible for activities set in collaboration between FTL and the hosting entity both on sight and from home.

Below is a description of the SME in which the internship will be held:

“Green Vibes is a socially conscious, eco-friendly startup located in Tripoli committed to reducing environmental impact by using sustainable materials and practices in fashion. We create stylish, responsibly sourced products that empower communities while promoting sustainable living. Green Vibes aims to set new standards in fashion by blending environmental responsibility with social impact.”

2. Objective

The project aims to enhance the operational efficiency and market performance of 20 Small and Medium Enterprises (SMEs) and 5 cooperatives across various sectors in North Lebanon and Akkar. It will entail delivering customized training, coaching sessions, and tailored services to enhance their business management capabilities and facilitate access to new markets.

3. Outcomes

The intern will be responsible for achieving the following outcomes however they are subject to change depending on the business' needs during the internship.

- Assist in the development of new fashion items by supporting the design process, from concept creation to final garment production.

- Create and refine fashion sketches to align with seasonal trends and brand aesthetics.
- Research fashion trends and fabrics to provide insights that inform design decisions.
- Support in the preparation of mood boards and design presentations for internal teams or clients.
- Collaborate with production teams to ensure the quality and feasibility of designs for consistent production.
- Learn how to source materials and collaborate with suppliers for fabric and accessory procurement.

4. Deliverables

The intern will deliver the following:

- A weekly report outlining performed duties and signed by the person responsible for the host entity
- A final report outlining their tasks during the internship, lessons learned, and personal areas of improvement

5. Qualifications

- Bachelor's degree in fashion design, or a related field. (**Current student or recent graduate**)
- Strong analytical and problem-solving skills
- Fluent in both Arabic and English, with excellent communication and negotiation abilities.

6. Skills

- Creativity and an eye for detail.
- Basic sketching knowledge.
- Understanding of fashion trends and textiles.
- Time management to handle deadlines.
- Good communication skills.
- Openness to learn.

7. How to Apply

Applicants are requested to send the following documents to careers@fairtradelebanon.org:

- Cover letter
- CV, Personal ID and university ID of the applicant

The detailed work plan will be developed and agreed upon in coordination with the FTL team. Only selected candidates will be contacted.