

COMMUNICATIONS & SOCIAL MEDIA INTERN

Women Thrive is a global network of over 250 member organizations located in over 50 countries. These organizations are led by local change-makers who believe that women and girls should live free from violence, enjoy quality education, and achieve economic empowerment. They believe that by challenging the status quo, they can achieve greater equality for all. We support our Alliance members by making sure that they are equipped with the skills, knowledge, resources, and connections they need to reach their full potential as gender equality and women's rights advocates.

Women Thrive Alliance seeks a Communications & Social Media Intern to assist in managing our social media platforms (content and graphics), writing and editing blog posts, website maintenance, event support, social media research and analysis, and administrative tasks.

The Communications and Social Media Intern will report directly to the Senior Communications Manager. This position is unpaid and located in Washington, D.C.

DESCRIPTION OF TASKS

The Communications and Social Media Intern will support the Senior Communications Manager by ensuring Women Thrive's external communications are on brand and engaging for a variety of audiences. The Intern's tasks and responsibilities include:

- Assist in the maintenance and managing of Women Thrive social media accounts: Twitter, Facebook, and Instagram
- Help draft content and engage supporters using social media, including twitter chats, graphics, and campaigns
- Research and write blogs and other content for the Women Thrive website
- Assist in planning and implementing web marketing and fundraising campaigns
- Research, plan, and implement online outreach around United Nations Sustainable Development Goal 5 on gender equality
- Utilize the Alliance online platform to interact with Women Thrive's Alliance members
- Catalog media mentions and organize publications and video materials
- Assist in media outreach and pitching articles to news media
- Update and maintain quote/story bank related to members' communications needs, priorities, and participation
- Other communications support as needed, including administrative assistance

PREFERRED SKILLS AND EXPERIENCE

- Strong commitment to women's rights, gender equality, and global development
- Excellent research and writing skills
- Strong familiarity with monitoring and developing social media content (Facebook, Twitter, Instagram)
- Good computer skills, particularly in MS Office programs and Google docs
- Familiarity with Photoshop, Piktochart, or other graphic design tools is a plus
- Ability to take initiative and work independently, as well as in a team setting
- Strong verbal, written, and intercultural communication skills
- Collaborative work style, superior organizational skills, detail-oriented, ability to multitask efficiently, motivated by project management and deadlines

- Must be fluent in English
- 20-30 hours per week
- This is an *unpaid* position

TO APPLY:

Please send a copy of your resume, a statement of interest, and a writing sample. Also, include contact information for two professional references.

Email Devon O'Reilly at doreilly@womenthrive.org by **August 20, 2017**. Please be sure to write "Internship – Communications and Social Media" in the subject line. NO PHONE CALLS PLEASE.