



Providing a brighter future to children and their communities around the globe.

Global Humanitaria USA seeks a Communications & Media Intern. The Communications and Media Intern will support the US office with activities connecting Global Humanitaria's work around the world to target audiences, media, peer organizations and the general public. These activities include online communications, seeking and assisting to public events, press relations and relationships with other non-profit organizations involved in community development, women's empowerment and child protection.

In addition, the intern will work to build Global Humanitaria's online presence with social media outlets through engaging target audiences. These activities include building and maintaining new and unique content for the website and social media platforms, updating statuses, etc.

This is a unique opportunity to work in an organization that has a solid presence in the world since 1998, and has opened its office in the US recently; therefore much enthusiasm and new ideas to engage with the US audience are welcome! Office environment is very fast paced, but we have a relax and friendly environment and will value much you contributions and commitment.

Responsibilities Include:

- Assisting with the development and execution of online advocacy campaigns
- Maintaining and creating new content for the Global Humanitaria website, and social networking sites
- Monitoring & reporting online news updates
- Developing new media for dissemination through online networks of videos, and photos
- Preparing print media for distribution and promotional use
- **Researching opportunities to increase visibility** through conferences, awards, etc.
- Revising and editing content of proposals to support our efforts in outreach to US foundations
- Reach out to the community organizations, general public and donors with the message about Global Humanitaria's work.

Qualifications:

- Firm grasp of available tools and platforms in the social media space
- Completed or working toward a college degree, preferably, but not essential in a related field (e.g., English, Marketing/Communications, or Public Relations)
- Previous internship or related experience in marketing or communications is a plus
- Must be computer literate (working knowledge of word processing, PowerPoint, Excel). Proficiency in Adobe
- Knowledge of graphic design a plus
- An effective communicator, both written and oral and ability to communicate in a professional manner
- Self-motivated, enthusiastic, ability to prioritize, and meet deadlines
- Commitment for poverty alleviation and human rights
- Ability to work both independently

Start Date:

Position open until filled, requires 3 – 6 month commitment. Please, if you cannot commit to this duration, do not apply as we make an effort to respond to each candidate and to bring someone to the team.

Hours:

8 – 12 hours/week, preferably once a week in the office. Some hours can be completed at home.

Compensation:

This is an unpaid//Volunteer internship. Arrangements can be made for course credit.

To Apply:

Please send cover letter and resume to info@globalhumanitariausa.org

We will review every application and will respond to all candidates.

Global Humanitaria USA is an Equal Opportunity Employer and does not discriminate on the basis of sex, race, age, national origin, ethnic, background, disability or any other characteristic protected by law.