CONTENT INTERN

JOB DESCRIPTION

Starting date: ASAP
End date: 6 months
Occupational rate: 15hrs a week
Location: Geneva
Remuneration: Paid
Application deadline: 1 February 2020

A fantastic opportunity has arisen for a hardworking and creative intern to provide support for digital communications at the International Campaign to Abolish Nuclear Weapons (ICAN) HQ in Geneva.

ICAN is the Nobel Peace Prize winning coalition of non-governmental organizations in over one hundred countries promoting adherence to and implementation of the UN Treaty on the Prohibition of Nuclear Weapons. This landmark global agreement was adopted in New York on 7 July 2017. ICAN organizes global days of action, hold public awareness-raising events, and engage in advocacy at the United Nations and in national parliaments. We work with survivors of the US atomic bombings of Hiroshima and Nagasaki and of nuclear tests, helping share their testimonies with the public and decision makers.

We are looking for a student to join our team for an initial period of 6 months. We want someone with creative ideas and experience in communicating with people on social media. You will assist the Digital Campaign Coordinator in the creation of social media and web content across ICAN’s different channels, and tracking & optimising their performance. This role will require previous experience in copy writing and photo and video editing, and an ability to work swiftly and autonomously, but will also provide opportunities to learn about digital campaigning and the inner workings of a small, successful NGO.

Main activities

- Writing social media posts & creating related visuals
- Video creation
- Social media tracking & analysis
- Assisting the digital campaign coordinator with other content creation as the need arises: emails, texts for website, etc.

icanw.org
Key skills

For this position, you must:
- Have experience creating content for: Instagram, Twitter, Facebook
- Have demonstrable experience working with Adobe Photoshop and at least one type of video editing software
- Be able to shoot video and take great photos with your phone
- Have a strong interest in the ICAN Campaign and disarmament issues
- Have new and creative ideas to reach and engage people on social media, and the skills to turn them into content
- Be a compelling, concise and fast writer with flawless spelling
- Be a team player, ready to work under pressure and respect deadlines

The following are advantages, but not requirements:
- Experience with Canva, Lumen5, Nationbuilder
- Experience with Adobe Premiere, InDesign and Illustrator
- Experience in creating short compelling videos – from scripting, to editing to distribution
- Knowing your way around a Canon EOS 7 camera
- Experience with social media advertising

Education

To be considered, applicants must be registered students with the right to work in Switzerland and their own health insurance.

We are looking for a Master student (or a Bachelor student near graduation) from a field related to the position, such as communication, new media & digital studies, interactive design or visual design, etc. However, students from other fields with strong visual skills and previous social media experience are also encouraged to apply.

Languages

- Fluency in written and spoken English
- Other languages, including French are an asset

How to apply

Interested in this position?

Please send us your CV, a cover letter and a 2 page portfolio with samples of your work (preferably with links) in PDF format named as SURNAME_Name_CV-CL-Portfolio to admin@icanw.org under the subject line: Application content intern SURNAME NAME

The application deadline is February 1st, 2020