

## Marketing & Communications Intern

### Do you see the potential?

Do you want to join a dynamic organisation with an ambitious social mission? Do you want to contribute to the development of a bold and innovative business model with high responsibility from day one? Do you want to do something revolutionary and impactful? We hire highly motivated, passionate individuals who are innovative and thoughtful in their approach to getting things done.

Founded in 2012, Wedu is a social enterprise whose mission is to nurture the leadership development of women around the world by supporting their unique, lifelong journeys with leadership development training, opportunities, and funding for education. These women leaders are inspiring individuals who are committed to changing the status quo in their communities. Today, we are proud to support over 1,000 women leaders across more than 20 countries who form the pillar of a growing community that we believe has the power to achieve large-scale social impact.

Wedu has been featured in:



### Your role

We're looking for the next great person to join our team - if you have an entrepreneurial spirit, are eager to take on creative yet challenging communications projects, and enjoy creating high-quality content, then this might be the internship for you.

We believe in the ability of authentic content and good design to engage our Community and global audiences, but effective communication also requires good planning, data, and strategy. As a Marketing & Communications department intern, you will work across teams to design and use effective communications in order to reach different organisational objectives.

Your specific project will depend on where organisational priorities lie at the moment and what fits best with your skills, experiences, and interests. In particular, the role may involve any of the following:

### Digital Media Management

- Assisting in the management of our social media channels, as well as supporting the development of a communications campaign or strategy
- Developing and expanding our online Community and presence via media outreach and/or new initiatives

- Delivering content for our website and social media, with a strong focus on effective storytelling

### **Marketing & Outreach**

- Coordinating the curation of and creative process for collecting profiles and stories from our Community of women leaders, mentors, donors, and partners
- Embodying the Wedu brand and tone of voice to develop and edit content for promotional and presentation purposes
- Creating content for online and offline communications, including blogs, newsletters, and press releases

### **Community & Event Management**

- Assisting with and contributing to online/offline events such as International Women's Day and Community Meetups, through creation of collaterals and programme materials, as well as event logistics, communications, and vendor management
- Actively assisting in the implementation of weekly online events and the backend management
- Contributing to the team effort by accomplishing other tasks, as needed

### **Be the change you want to see**

Wedu is a very entrepreneurial organisation that is open to new ideas and experiments. If you have innovations to propose, make your case and say it out loud, conquer the team and you will have all the support required to implement your ideas. Leadership starts inside.

### **Do you have what it takes?**

Qualifications:

- You have completed or are currently working towards completing a University degree in a relevant field, or you are an experienced professional who would like to volunteer your time towards a great cause
- You have a background or interest in communications, marketing, PR or related areas
- You have professional yet creative graphic design skills and the ability to “think visual”
- You have excellent writing skills in English and enjoy the art of storytelling
- You have a decent understanding of social media marketing and analytics
- You are a self-starter with a strong work ethic, team-working skills and positive attitude
- You have a passionate commitment to promote social change and women's leadership development, and are willing to go above and beyond in pursuit of our common mission

Other requirements:

- Proficiency with photo and video editing tools, as well as desktop publishing software; Wordpress and/or HTML experience is a plus
- Proficiency with online software tools like Zoom, Eventbrite, Canva is a plus

- Working knowledge of Salesforce is a plus
- Some experience using Google's web-based office tools
- ***Strong preference for women from the Wedu community; all nationalities can apply***

### **Organizational arrangements**

We are looking for individuals who can commit to a minimum of 6 months with at least 20 hours per week. This is an **unpaid position** and in **remote capacity**. Wedu has flexible working arrangements – you are expected to deliver what is required, and working hours are largely dependent upon your time management and productivity and that of your supervisor's.

### **Apply Now!**

We accept applications year-round and are looking for candidates to start at various times throughout the year. Interested candidates should complete the application form on our website at [Get Involved - Work With Us](#). If you are experiencing problems with the form, please email [talent@weduglobal.org](mailto:talent@weduglobal.org) and cc [community@weduglobal.org](mailto:community@weduglobal.org)

Applications for this position are accepted and reviewed on a rolling basis, and only qualified candidates will be contacted via email for at least 1-2 interviews that will be conducted by members of our team.

For this position, please submit a portfolio or samples of any and all relevant creative work, including but not limited to graphic design, writing samples, photography, videos, web design, marketing collaterals, and so on. Please note that you should already own the tools and software necessary to deliver the responsibilities of the role.