



**Position:** Social Media Intern

While we refrain from referring to our fiscal contributors as "donors", we recognize that special marketing strategies need to be used on our social media accounts to pull a following and engage with our audience. Social media is a vital communication tool for developing networks and relationships and at In-Sight, our social media accounts are also story-sharing platforms that we believe in using respectfully.

The In-Sight Collaborative team is dynamic in our use of social media. We use it to communicate with the affected population, to generate funds, to build our professional network, as an educational tool, and to update our following about our latest projects. Our outreach team is currently responsible for managing our social media accounts, and the intern will work directly with this team to develop strategies and schedules and to create content to share on our accounts.

Upon successful completion of the internship, all interns will receive a letter of recommendation from In-Sight Collaborative president Madi Williamson and will be able to include all projects, campaigns, and material that they contributed to or created in their professional portfolios. These internships are designed to be part-time and done in tandem with work, school, and other life commitments. Our team at In-Sight is flexible, we only ask for consistency and adherence to the schedule that is relevant to your internship position.

**Duration:** August 24th- December 31st, 2020

**Hourly Requirements:** 5-10 hours per week, logged on Clockify

**Pre-requisites:**

- English proficiency
- Access to Facebook, Instagram, LinkedIn, and YouTube

**Skills the intern will develop:**

- Proficiency with the following platforms:
  - Facebook
  - Instagram
  - YouTube
  - Zoom



- Wix
- MailerLite
- LinkedIn
- Canva
- Collaboration with a diverse team including the affected population, fiscal contributors, other non-profit organizations/NGOs/humanitarian actors, and our staff at In-Sight Collaborative

**Responsibilities of the intern:**

- Creation of a calendar of important dates relevant to In-Sight Collaborative's work and focus areas that we should recognize on our social media accounts
- Establishing a posting schedule each month
- Networking with the In-Sight Collaborative team to create project updates, fundraising campaigns, and to help raise general awareness of our work
- Participation in strategy development for growing our social media platforms

Regular check-ins/meetings with Madi, Ruhi, and others on the RBB team

Collaboration with other team members at both organizations to collect testimonies from on the ground

Assist with fundraising language

**Advantages of internship**

- Intern with both US-based organization In-Sight Collaborative and UK-based Refugee Biryani & Bananas
- Coordinate with our research team to help us turn our latest research and best practice findings into public-facing creative content

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