

DIGITAL INTERN

Reports to: Digital & Content Manager

Location: Vauxhall, London

Time commitment: 2-3 days per week (flexible),
4-6 month period

Salary: £10.55 per hour (freelance) (includes
London living wage)

ABOUT MALARIA NO MORE UK

We have an ambitious mission to end the oldest killer disease in human history. We work with governments, private sector partners and the public to galvanise the political will and financial commitment required to accelerate innovation, access and action to end this devastating disease once and for all. We are determined to be the generation to end malaria and believe this goal is within our reach.

WHY WE NEED YOU

We're delivering an exciting, global campaign with lots of celebrity and media endorsement and we need your help delivering social and digital communications. Your time and hard work will help us accelerate the end of the world's oldest and deadliest disease.

If you're looking for a chance to kick-start your career in digital while contributing to an ambitious, passionate organisation with a bold mission, then this opportunity is for you. You will be working directly with our small digital communications team of two, undertaking a varied range of tasks including looking after our social media channels, editing website content, image editing and providing administrative support where needed.

KEY RESPONSIBILITIES

These will vary according to the needs of the team but are likely to include:

- Writing, editing, scheduling and monitoring social posts across campaign channels and responding to comments and interactions
- Editing and publishing content on our websites using our Drupal 7 and 8 CMS (which you will be trained on)
- Creating or editing campaign content for digital channels
- Creating emails using MailChimp email service provider
- Basic editing of images or videos using Adobe editing software
- Supporting the digital assistant, digital manager and wider communications team with ad-hoc tasks

WHAT TYPE OF PERSON WILL YOU BE?

- We're a fun but hard-working team so it'd help if you're as conscientious as you are light-hearted!
- Able to hit the ground running and work independently while meeting a brief
- Well organised and reliable with a willingness to "muck-in"
- Capacity to deal with sometimes unstructured and unpredictable environments
- Enthusiastic about our mission and about your future in digital

WHAT SKILLS WILL YOU HAVE?

- Strong communication and interpersonal skills; being able to articulate yourself clearly face-to-face as well as online
- You'll have a keen eye for detail and should feel comfortable editing digital copy: from emails and case studies, to headlines and meta data for SEO
- You'll enjoy using social media in all its forms and thinking creatively about how to improve communications
- You'll know how to use Google/Microsoft Office applications, including Word, Excel and PowerPoint and have basic skills in Adobe Photoshop (Premiere would be an advantage but not a deal-breaker)
- You will have spent some time in an office environment

WHAT YOU CAN GAIN FROM THE ROLE

- You will gain an insight into the work of an ambitious, high impact global health advocacy organisation, and specific experience in digital communications and content production.
- A chance to develop your digital, writing and workplace skills.
- The opportunity to play a role in the global movement to help end malaria.

"I absolutely loved my time as a Digital Intern at Malaria No More UK. I graduated in Marketing at university and was looking for opportunities to work in the charity sector but was struggling to get my foot in the door. MNMUK aren't like other organisations, they respect the skills of interns, giving them a lot of responsibility to allow them to develop..."

Everyone at MNMUK were so friendly, hard-working and passionate about the cause. I look back on my time there and feel proud of everything that was achieved. I learnt so much during my time at MNMUK, giving me skills to help me throughout my career. I am now working as Digital Comms Coordinator at CAFOD, I would never have been able to get this position without the support I received at MNMUK. "

Ciaran Hawley, past Digital Intern at Malaria No More UK

To apply, please send your CV together with a letter of application detailing why you are interested in this opportunity, your availability, and how your skills and experience fit what we are looking for to recruitment@malarianomore.org.uk There will be one round of interviews and a short writing test.