



IDENTIFICATION	
JOB TITLE	Communications Intern
DIRECTORATE/UNIT	Kenya Country Office
PHYSICAL LOCATION	Amref Health Africa in Kenya, Wilson Airport, Lang'ata Road
PERIOD	6 Months

About Amref Health Africa

Amref Health Africa is the largest international health development organization based in Africa. Working with and through African communities, health systems and governments, Amref Health Africa's vision is for lasting health change in Africa and is committed to improving the health of people in Africa by partnering with and empowering communities, and strengthening health systems. For more on Amref Health Africa please visit www.amref.org

About the role:

This communications internship is a 6-month, full-time paid internship. The intern will work from home and required to have own laptop and access to the internet. Internet bundles will be provided to support remote work.

This role requires an energetic, dedicated and detail-oriented person who can manage multiple tasks. This individual is a team-player, willingness to learn and ability to manage multiple tasks while adapting to shifting priorities.

Depending on skillset, this individual will assist with communications tasks including, but not limited to: writing and editing, photo and video production and editing, web and social media analytics, social media content, graphic design, media relations, digital asset management, event coordination and other communications and administrative support tasks as assigned.

Education:

The ideal candidate is a recent graduate (graduated within the past year) or an undergraduate/graduate student in journalism, communications, public relations, marketing, digital filmmaking, digital media, graphic design or a development-related field.

Responsibilities:

Applicants will provide support in the following areas. As no single applicant is likely to have all of the following skills, applicants with experience in at least 2-3 of these areas, and a willingness to expand their skillset should feel comfortable applying.



Social Media:

1. Draft and organize social media content to promote Amref Health Africa in Kenya blogs, videos and media coverage on Twitter, Facebook, LinkedIn and Instagram
2. Contribute to social media quantitative and qualitative analytics reporting.
3. Create and coordinate content for social media campaigns and observances
4. Monitor and research influencers, trending topics and tools.
5. Source content from staff around the world and at events.
6. General social media planning, research, reporting and coordination as assigned.

Writing and Editing:

1. Corporate bios
2. Photo captions
3. Blogs
4. Project descriptions
5. Interviewing
6. Copyediting
7. Press releases and media advisories
1. Photo, Video and Graphics:
 2. Edit and format photos and videos for social media and web
 3. Photo, video, and audio editing
 4. Photography and videography
 5. Infographics
 6. Gifs, animations, and graphics
 7. Digital asset management

Media Relations:

1. Help compile and update media contact lists
2. Prepare media reports on assigned subjects
3. Identify and research opportunities to share Amref Kenya stories with relevant journalists and media outlets.
4. Assist with press release/media advisory writing, editing, distribution, and media outreach
5. Assist with media interview scheduling and coordination
6. Assist with scheduling and coordinating of photo/video shoots
7. Miscellaneous Communications and Administrative Support:
 8. Taking notes during meetings
 9. Create and manage PowerPoint presentations
 10. Report preparation for meetings and presentations
 11. Event planning and coordination
 12. General administrative and communications support as assigned.



To apply: Follow guidelines provided on <https://amref.org/volunteering-and-internships/#gsc.tab=0>

Send your Curriculum Vitae and Cover Letter to email provided by 11th June, 2021. Please include the name of the internship vacancy in the subject line.

Amref Health Africa is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all Amref stakeholders to share this commitment.

Amref is an equal opportunity employer and has a non-smoking environment policy.