



The Society for International Development (SID) seeks to expand its capacities by recruiting dynamic Kenyan nationals for the position of:

**Web Development and Communications Intern**

SID is an international network of individuals and organizations founded in 1957 to promote social justice and foster democratic participation in the development process. Through locally-driven programmes and activities, SID strengthens collective empowerment, facilitates dialogue and knowledge-sharing on people-centered development strategies, and promotes policy change towards inclusiveness, equity and sustainability.

Today, SID positions itself in a space of action that is policy oriented and builds on multi-disciplinary dialogues, future-minded thinking and scenarios-based and holistic policy planning.

**SCOPE OF WORK**

Located in the Nairobi office, the position will enhance the capacity of the Equity and Inclusion Programme a SID initiative designed to advance policy research on inequalities, build civil society capacity to engage in the inequalities discourse as well facilitate policy dialogue and advocacy within Africa.

**LEARNING OBJECTIVES**

The Communications Intern will learn how to make effective presentations to internal and external audiences and how to write a variety of mass media products (including news stories using SID guidelines). In addition, the Communications Intern will design and lay out a variety of mass and social media products, including webpage articles, newsletter pieces, and Facebook/Twitter posts as a part of the greater communication strategy.

**Required Skills**

- Website design and maintenance
- Content development experience
- Working knowledge of WordPress, CSS, HTML, Java Script, PHP
- Proficiency in the use of Adobe Creative Suite and/or similar tools

**RESPONSIBILITIES:** Under the supervision of the Programme Officer, the intern will assist with the following:

- Write and share programme success stories
- Assist with social media efforts, including Facebook/Twitter and other media channels
- Update the programme website.
- Draft press releases, e-newsletters, flyers and other communications materials;
- Media monitoring and press summaries;
- Compiling media and other contact lists;
- Monitoring and recording press coverage;
- Other relevant program support duties as assigned

**ELIGIBILITY:**

- Undergraduate degree in (Web Design/Development ,Communications, Social Science, Public Relations or related field) from a recognized University
- Demonstrated desire to work in a media, communications role;
- Excellent research and analytical skills;
- Excellent verbal and written communications skills, with experience synthesizing complex messages for a variety of audiences;
- IT literate with knowledge of web and social media, ideally with experience of using Content Management Systems;
- Creative thinker with a flexible approach to working;
- Commitment to the aims and objectives of SID; and
- Fluency in French is an asset

HOW TO APPLY:

Interested candidates who meet the above required qualifications and experience should submit a cover letter, detailed Curriculum Vitae (CV) including your Twitter handle and three references to [vacancies@sidint.org](mailto:vacancies@sidint.org)

The email subject line must clearly show the job title **Web Development and Communications Intern**

The closing date is Wednesday 10<sup>th</sup> June 2016.

Only shortlisted candidates will be contacted.