ABOUT RESTLESS DEVELOPMENT

We know young people have the power to solve the challenges we face in our world, but they are being ignored and overlooked. We are the agency that works with young people so they can lead in solving those challenges. Whether that means supporting communities to end child marriage or prevent HIV, we work with young people to change their lives and the lives of people in their communities.

Our programmes are genuinely life-changing, but can’t do any of this without talented, creative individuals at every level of our organisation.

OUR APPROACH TO SAFEGUARDING

Restless Development considers the welfare and protection of children, young people and vulnerable adults to be an organisational imperative with primacy over the success of programmes or strategic objectives. We recognise that safeguarding is everyone’s responsibility and we expect all of our staff, volunteers and partners to ensure we protect the communities in which we operate from harm and abide by our Safeguarding Policy.

ABOUT THE ROLE

Restless Development USA
We are a US non-profit with 501(c)(3) status, working in collaboration with other Restless Development Hubs around the world. We are an essential strategic hub for the global agency, and work on policy influence, investment partnerships and thought leadership and technical assistance on youth-led development. Launched seven years ago in New York, the US Hub has steadily grown and is now in an exciting era of increasing growth, influence and opportunity.

Are you looking for an exciting internship in a dynamic agency for youth-led development? Then we want to hear from you!

For more information on Restless Development’s mission, values and work, please visit: www.restlessdevelopment.org.
### ABOUT THE ROLE

<table>
<thead>
<tr>
<th>Job title</th>
<th>Communications Intern</th>
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<tbody>
<tr>
<td>Location</td>
<td>Remote, our team is fully remote now but will likely start to have optional in-person meetings later in 2021 in New York City</td>
</tr>
<tr>
<td>Salary</td>
<td>Competitive volunteer stipend</td>
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<tr>
<td>Preferred start date</td>
<td>May or June 2021</td>
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<tr>
<td>End Date</td>
<td>Summer 2021 or December 2021 depending on intern availability with the possibility for an extension</td>
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<tr>
<td>Visa requirements</td>
<td>Must be authorized to work in the US</td>
</tr>
<tr>
<td>Reports to</td>
<td>US Senior Manager</td>
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## Responsibilities

**Overall Communications for Restless Development USA**

- Support on the management of the social media community by helping to design content about all of Restless Development’s work globally for a US audience
- Create and design communications materials for fundraising and influence events like flyers, announcements and emails
- Assist in creating blogs by conducting story gathering, interviews, and drafting content
- Stay abreast with competitive trends and messages pertaining to social media and other communications platforms and support the design of our social media strategy
- Assist with the execution of our fundraising and thought leadership events
- Support on logistics, materials and preparation for US Board of Directors meetings

**Other**

- Support on research of foundation donors and design letters and creative communication materials for them
- Provide internal support to cross-agency Gender Committee, which works to ensure Restless Development is gender-transformative

## Skills and Experience

- Studying/recently graduated with a degree in communications/graphic design or similar and an interest in non-profit or the international development sectors

**OR**

- Studying/recently graduated with a degree in international relations or related with strong communications and design skills.

- A strong personal commitment to the values, aims and methods of Restless Development
- Social media skills including knowledge of Twitter, Facebook, and Instagram algorithms, trends and relevant analytics
- Computer skills including Microsoft Word, Google Suite and Excel
- Strong creative design skills including use of Canva, or ability to learn new design systems quickly
- Ability to work on a team and collaborate virtually if necessary
- Excellent written and verbal communication skills
- Fluency in English is required

For more information on Restless Development’s mission, values and work, please visit: [www.restlessdevelopment.org](http://www.restlessdevelopment.org)
Benefits

- Gain first-hand experience designing creative communications and develop and execute a communications strategy for a non-profit with an international focus;
- Build international communication and professional skills by collaborating with a global team with partners around the world;
- Learn from our small but influential US team with special access to our US Director, and be a part of shaping the next phase of US hub communications strategy;
- Opportunity to learn about youth-led development and the processes behind youth-led advocacy through interesting events and youth advocates themselves;
- Opportunity to attend pertinent UN meetings and events
- Exposure to how to work with a nonprofit Board of Directors.
- Competitive volunteer stipend

Restless Development is an Equal Opportunities employer and welcomes applications from all sectors of the community. Restless Development will ensure that no applicant or staff member receives less favourable treatment on the grounds of gender, sexual orientation, marital status, social status, caste, race, ethnic origin, religious belief, age, HIV status, disability, or any other factor that cannot be shown to be relevant to performance.

How to Apply

To apply, please email a resume and cover letter to usainfo@restlessdevelopment.org with "Restless Development USA Communications Internship 2021" in the subject line by April 15, 2021. Interviews will take place the week of April 19th.

Restless Development is not able to arrange visas, housing, travel costs or other additional support - however, this position provides a monetary stipend.

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