Communications and Social Media Internship (Remote)

The Institute for Palestine Studies (USA), Inc., (IPS) is looking for a passionate and creative intern to join our team. The intern will closely work with the Communications and Social Media Manager. Candidates should be current undergraduate or graduate students enrolled in a communications, journalism, English or related major. Recent graduates welcome to apply.

Desired qualifications:
• Basic Adobe or online design software (i.e. Canva) skills with a keen eye for clean design;
• Excellent knowledge of Twitter, Instagram and Facebook social media practices;
• Experience and interest in writing and editing for blog formats or online publications;
• Ability to work independently and to make informed decisions on the basis of provided parameters;
• Basic knowledge of the history of the Middle East and specifically Palestinian history;
• Detail oriented and time management skills;
• Available to work a minimum of 15-20 hours per week;
• Must be based in the United States.

Principal responsibilities:
• Write one blogpost per month for the duration of the internship
• Assist in vetting and editing blog submissions
• E-mail marketing – create a biweekly IPS digital newsletter
• Digital content production – create and suggest relevant social media posts
• Assist in the development and implementation of social media strategy
• Monitor the news cycle surrounding Palestinian cultural and political affairs
• Monitor and write a monthly report on U.S. mainstream print media’s coverage of Palestine

Internship Stipend: $250 per month.

Internship duration: 10/26/2020 - 12/18/2020
Application deadline Oct. 21, 2020

Please email a cover letter and CV to Lauraalbast@palestine-studies.org for consideration. Please note that this a remote internship opportunity.

About Us:
IPS is a 501 (c)(3) academic research institute located in Georgetown, Washington, DC. Its mission is exclusively devoted to educational research and documentation on Palestinian issues and the Arab-Israeli conflict. Please visit palestine-studies.org for more information.

No phone calls, please!