

## Vacancy Announcement

<b>Main Role:</b>	<b>Intern – Communications and Advocacy</b>
<b>Type of work:</b>	Internship (Paid)
<b>Unit/dept/delegation:</b>	Programmes and Services, Maldivian Red Crescent
<b>Duration:</b>	3 Months
<b>Reports to:</b>	Under the supervision of Manger – Programmes and Services, and guidance of the Programme Officer – Communications and Advocacy

### Background

The Maldivian Red Crescent is an independent, voluntary, humanitarian organization, established on the basis of the Maldivian Red Crescent Law [Law 7/2009]. Its primary objective is to provide humanitarian aid, prevent and alleviate human suffering. It is the 187th member of the world’s largest humanitarian movement — the International Red Cross and Red Crescent Movement – which every year helps millions of people whose lives have been devastated by crises or conflict.

The Maldivian Red Crescent is **the nation’s leading humanitarian organization, with** branches established in 20 islands across the country. It recruits members and volunteers, implements programmes and delivers services in adherence to the Fundamental Principles of the International Red Cross and Red Crescent Movement – *Humanity, Impartiality, Neutrality, Independence, Voluntary Service, Unity and Universality* – making no discrimination as to nationality, race, sex, religious beliefs, language, class or political opinions.

### Purpose

Communications and Advocacy Intern will assist the Maldivian Red Crescent’s Programme and Services Departments 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, basic graphic design, media relations, digital asset management, event coordination and other communications and administrative support tasks as assigned.

The intern must be energetic, innovative, driven and familiar with MRC’s work. While assisting with a wide range task. The intern will gain hands-on experience and training in many aspects of humanitarian values, while also gaining a good understanding of Red Cross Red Crescent movement and be involved in developing communication and advocacy campaigns with the national society.

### Key tasks and responsibilities

Provide support and assistance to the Communications and Advocacy Team of the Maldivian Red Crescent:

- Support online communications planning and processes to increase visibility of the organization and raise public awareness. This includes: -
  - Support with developing, drafting, and organizing social media content across different platforms
  - Support social media planning, research, reporting and coordination as assigned.
  - Support in social media quantitative and qualitative analytics reporting.
  - Assist in updating and preparation of content for the webpage.
- Support in conceptualizing and implementing advocacy campaigns
- Support general copywriting work to develop content for MRC’s website and other communication mediums.

### Duties applicable to all Interns

- Actively work towards the achievement of the MRC's goals and objectives.
- Abide by and work in accordance with the Red Cross/Red Crescent principles and Code of Conduct.
- Perform any other work-related duties and responsibilities that may be assigned by the line manager or supervisor.

### **Qualifications, Skills and Competencies**

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- A level
- Familiarity with popular social media platforms such as Facebook, Twitter, Instagram, LinkedIn
- Familiarity in using Microsoft Office and digital platforms such as Canva, adobe etc.
- Excellent oral and written communication in English and Dhivehi language
- Communication and Interpersonal Skills
- Result focused and accountability
- Experience in photo and videography would be an added advantage

### **Application**

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Applications must contain:

- Letter of Interest
- Curriculum Vitae
- Copy / photo of ID card
- Copies of certificates

Applications must be emailed with job title in subject to : [info@redcrescent.org.mv](mailto:info@redcrescent.org.mv) addressed to Secretary General, Fathimath Himya

**Deadline : The deadline for application is 03<sup>rd</sup> August 2022 14 :00Hrs**

**Only short-listed candidates will be contacted for interviews.**

