

# Communications & Outreach Intern

~ Become part of the Communications team! ~

*Save Darfur Canada (SDC) is a not-for-profit national coalition of organizations advocating for the Canadian government to play a greater role in ending the crisis in Darfur, Sudan.*

*Our operating model distributes responsibility and leadership among a dynamic and always evolving team. The success of SDC depends in large part on the hard work and enthusiasm of interns and coordinators who are often un-paid. New interns will have the opportunity to take on increasingly greater leadership and responsibility within the organization.*

With national campaigns underway, SDC is looking to recruit at least two Communications & Outreach interns to form an English Communications team that will be in charge of initiating and implementing communication strategies. The team will search for and recruit new members for SDC and correspond with current members. Interns will be the first personal contact that groups and organizations will have with SDC. The Communications team will develop the strong relationships with coalition members necessary for effective and timely action in the Darfur crisis.

- Application deadline:** Position will be removed from the website as soon as it is filled  
**Start and end dates:** Begins immediately or at a later date; minimum 14-week commitment  
**Hourly commitment:** A minimum of 8 hours per week; this position requires a steady time commitment and can be expanded based on the time and skills of the applicant.  
**Training:** Provided by SDC team  
**Location:** SDC office in Montréal  
**Remuneration:** Volunteer position (Please note this position can be treated as an internship for school credit if approved by the institution attended.)

## **Main responsibilities**

- Seeking participants for SDC's campaigns (contacting a variety of groups across Canada)
- Building relationships with groups and organizations already part of SDC's member database by providing campaign materials and other information
- Responding to general inquiries about SDC
- Other related tasks

## **Qualifications**

- Strong English communication skills (print, telephone, in-person)
- Friendly and professional manner
- Ability to keep track of and balance multiple priorities
- Good time management skills
- Ability to work in a team environment with limited supervision
- French language skills are valuable
- Experience related to international human rights and communications is an asset but is not required
- Background understanding of the Darfur crisis is an asset but is not required

Applicants should e-mail an application package consisting of cover letter, resume, and completed [Volunteer Information Form](#) to John, Internship Coordinator at [john@sdcCanada.org](mailto:john@sdcCanada.org). You will receive a response within two weeks of submitting your application package.

If you are not available to volunteer now but are interested in joining the SDC team after the summer months, please feel free to submit an application package, and we will process your application for a position beginning at a later date.