



## VACANCY: COMMUNICATIONS INTERN

<b>Position Title:</b>	Communications Intern
<b>Duration:</b>	2 to 3 months
<b>Level:</b>	Intern
<b>Location:</b>	Stellenbosch
<b>Contracting Agent:</b>	Peace Parks Foundation

### Introduction

Peace Parks Foundation is a conservation non-profit organisation that supports governments in southern Africa with the development of transfrontier conservation areas. The organisation is looking for a highly motivated intern to join the Peace Parks communications team to assist with research for communication projects, writing first draft articles and press releases, as well as assist with various admin-related tasks.

### Qualifications, skills and experience

The Communications Intern should:

- be studying towards a Bachelor's degree or equivalent qualification in communications, public relations, marketing, journalism or similar;
- have a good command of the English language;
- have well-developed verbal and written communication skills;
- have competent computer skills;
- have a good understanding of both traditional and digital media and social media platforms; and
- have the ability to engage in effective and accurate lead research.

### Responsibilities and Duties

- Work with the communication team to research and develop written content.
- Assist with the upkeep of digital assets and libraries.
- Assist with admin-related tasks.
- Be prepared and willing to perform tasks outside the given job description when asked from time to time.

### Recommended Attributes

- Creative and a conceptual thinker.
- Motivated and deadline-driven with the ability to prioritise multiple tasks.
- Highly productive, without compromising on quality and accuracy.
- Initiative-taking, resourceful and works well independently.
- Curious, detail-orientated and meticulous.
- Adaptable team-player.
- Willing to learn
- Trustworthy, honourable and the ability to maintain confidentiality.
- Passionate about conservation.

An industry-related remuneration will be offered. Own transport to and from the office located in Techno Park, Stellenbosch, as well as a driver's license are required.

Interested candidates are invited to submit a cover letter detailing your interest in and suitability for the position, as well as a Curriculum Vitae, with the contact details of at least one reference. These should be submitted by **Friday, 26 April 2019**.

Applications should be submitted to:

Lise-Marie Greeff-Villet. [lgreeff-villet@peaceparks.org](mailto:lgreeff-villet@peaceparks.org)

**SHORTLISTED CANDIDATES** will be contacted to attend an interview.