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Summer 2026 Impact Interns Position Description

Organization Information

Organization Name: Africa Environmental Watch & Services

Address: 4207 Plummers Promise

Organization Website: www.africaenvironmentalwatch.org

Organization Description: Our mission is to create a safe, resilient and sustainable environment for Africa and its Diaspora. We are committed to providing excellent services to our stakeholders in the areas of environmental and natural disasters issues within the context of social and economic perspectives which is courteous, helpful and timely in dealing with queries and requests. In the new year we will continue our mission to provide environmental expertise geared towards protecting human health and the environment in Africa through educational awareness and behavioral change communication.

Position Logistics

Intern Preference: No preference - undergraduate or graduate student

Start and End Date: June - August 2026, exact start and end date is flexible

Hours per Week: Flexible based on candidates, but about 20 hours

Number of Weeks: 10 weeks beginning in June

Expected Daily Hours: Candidates should be able to work between 8 am- 4 pm ET but maintain flexibility, one or two weeknights may be needed to capture highlights of our 2026 Environmental Conference.

Important Availability Dates: A virtual meeting at a selected date.

Location: Virtual

Position Information

Core Technical Skill Set:

- Marketing - includes physical material development, brand strategizing, website editing, and search engine optimization
- Social Media - includes developing social media content, tracking engagement, and creating an online presence

General Duties and Responsibilities:

- **Content Creation:** Develop and schedule compelling social media posts to highlight the organization's programs, activities, and mission. This includes writing captions, selecting images, and aligning posts with our communications strategy.
- **Editing and Design:** Assist with basic letter writing for various institution for promotional purposes and other as may be necessary.
- **General Communications Support:** Assist with drafting email newsletters, updating website content, planning fundraising campaigns and events, and other related tasks as needed.
- **Collaboration:** Work closely with the communications Coordinator and other team members to ensure cohesive messaging and branding

Specific Deliverable(s): The Africa Environmental Watch & Services is excited to welcome a part-time Communications Intern for summer 2025. This role will support the implementation of our communications and outreach plan through content development, program documentation, and collaborative projects. The intern will achieve this through the following specific deliverables:

- A minimum of 2-4 social media posts per week, including captions and images/reels.
- A comprehensive posting communication from the organization on social media platform including photos.
- An organized digital drive with categorized photos and video clips for future use.
- Creation of graphic assets like event/program flyers or infographics for social media
- Draft 2-4 short articles or blog entries recapping major activities or environmental topics.

Qualifications:

- Current student or recent graduate in Communications, Marketing, Journalism, Environmental Studies, or a related field.
- Reliable internet access and a working laptop/computer

Preferences:

- Experience in social media management and content creation (Instagram, Facebook, LinkedIn, X, TikTok, etc.).
- Strong writing, editing, and storytelling skills.
- Basic photography and video editing skills; experience with design tools such as Canva or Adobe Creative Suite is a plus.
- Ability to work collaboratively in a team environment and independently as needed.
- Excellent organizational skills and attention to detail.