



**MAKING SPACE
FOR PEACE**

Position: Social Media & Communications Intern/Volunteer

Organization: Peace Brigades International

Location: Sanepa, Lalitpur/Hybrid

Job Description

Background

Peace Brigades International Nepal plans to increase its visibility and advocacy work and therefore seeks a Social Media and Communications Intern/Volunteer for PBI's Country Office in Kathmandu. The position requires a commitment of ideally six months, preferably longer; the start date is as soon as possible. **Please note that the position is unpaid.**

Applications are accepted on a rolling basis.

Responsibilities

- Support developing PBI Nepal's social media (and communications) strategies
- Revamp PBI Nepal's social media channels in coordination with the Social Media Consultant and PBI Country Team
- Manage platforms such as Facebook, Instagram, TikTok, LinkedIn, etc.
- Translate documents and short texts from English to Nepali and vice versa
- Develop, plan, and implement social media campaigns on topics such as human rights, peace, transitional justice, and women's rights, incl. videos and other content
- Pre-produce content for selected occasions
- Conduct duty trips to remote locations in Nepal for photo, video, and interview development as needed
- Support PBI Nepal's partner organizations in their social media and campaign activities through training, coaching, and mentoring
- Conceptualize, develop, design, and distribute regular newsletters for stakeholders
- Support other communications and project activities as needed

Your Profile

- Enrolled in or recently graduated from a relevant graduate/under-graduate program such as Graphic Design, Media Studies, Communications, Journalism, Social Science, Development Studies
- Willingness for field visits within Nepal under very basic conditions
- Business fluent in written and spoken English and Nepali
- Intercultural competence, openness, and motivation to support human rights defenders and marginalized groups
- Creativity, self-confidence, openness, and ability to work independently and in teams
- Affinity, high interest, and, at best, first experiences with social media
- Experience and interest in photography, image editing, and creative writing with an eye for detail
- Digital native with competencies in using Google suite, internet research, and video/image editing software (e.g., Canva, Capcut, etc)
- Excellent communication skills, oral and written, and high interest in communication activities

What We Offer

- A workplace in a centrally located office in Sanepa, Lalitpur
- A platform to grow, learn, and understand Nepal's Human Rights and Development Sector
- Working in a small, friendly team with flexible working hours and hybrid working modality
- An exciting job with insights into the work and structures of an international NGO
- Transportation, lunch, and communication cost
- A written confirmation/ reference of the work done following the successful completion of the internship

How to apply :

Please send your application (CV, cover letter, certificates, contact details of two professional reference persons) to nepal@peacebrigades.org

Interviews and a written test will be scheduled individually.