



## **Americans for Financial Reform Education Fund**

### **Spring 2023 Multimedia / Digital Paid Internships**

Americans for Financial Reform Education Fund (AFR Ed Fund) is seeking interns to help us lead the fight for financial justice. Please note that these are all virtual internships.

Formed in the wake of the 2008 crisis, Americans for Financial Reform is working to lay the foundation for a strong, stable, and ethical financial system – one that serves the economy and the nation as a whole, rather than a select few, and we are looking for bright interns to join the fight!

**Our Vision:** A world where the rules that govern the economy center human needs and help all families and communities to flourish.

**Our Mission:** Fighting to create a financial system that deconstructs inequality and systemic racism and promotes a just and sustainable economy.

**Please submit all applications by February 10, 2023**

#### **Internships available:**

The Digital Department is looking for two part-time interns. The **Multimedia Intern** will assist the Digital Director in media creation and social media management. The **WordPress Developer Intern** will work with our team to update our websites, develop new pages and assist with other tasks assigned. These career opportunities will place you directly in a fast-paced work environment where you will continually increase your knowledge and improve your skill set by working on a variety of projects.

#### **Responsibilities for the Multimedia Internship will include:**

- Execute a results-driven social media strategy by developing and curating engaging content for social media platforms
- Work with the Digital Director and Department to update/maintain our social media calendar and develop engaging content
- Stay up-to-date on the latest social media best practices, trends and technologies
- Maintain a unified brand voice across different social media channels

- Interact with users and respond to social media messages, inquiries, and comments
- Report on comments and feedback from users
- Collaborate with Policy, Research and Campaign teams on social media content
- Provide general administrative support to the Digital Director and the Digital Department and complete other tasks as needed
- Maintain social media platforms including Facebook, YouTube, Instagram, Twitter, LinkedIn.
- Develop, research, film, storyboard, produce, and edit video and animated multimedia products for various platforms, including long form and social media content that will further AFR's work to engage and educate our followers
- Make complex ideas simple through effective writing skills and visually compelling video content, ensuring AFR's editorial standards and adhering to the highest journalistic practices
- Work with the Digital Director to develop videos and graphic content on AFR's work to be used on platforms such as Facebook, Twitter, Instagram, TikTok and other emerging outlets

**CORE COMPETENCIES:**

- A strong commitment to racial, economic and gender justice
- Excellent writing skills
- Prior experience in social media
- Design capabilities is a plus
- Experience with Adobe Creative Suite or Canva and working knowledge of Mac OS is required; proficiency in iMovie, Illustrator and Photoshop is desired
- Experience in Tik Tok, Snapchat, Twitter, Facebook and Instagram

**OTHER NEEDS:**

- High-speed internet
- Personal computer that can be used for work (either Mac OS, or Windows OS)

**Responsibilities for the WordPress Developer Intern will include:**

- Maintain web page content and plugin/ platform updates
- Develop new and update existing custom pages that are well-designed, testable, and efficient
- Support routine site audits and correlating technical fixes as required
- Collaborate with the team on related projects
- Perform other duties as assigned

**CORE COMPETENCIES:**

- A strong commitment to racial, economic and gender justice
- Experience with modern web development techniques & technologies: Wordpress, HTML and CSS, SEO and Google analytics
- Very strong research skills
- Understanding of File-Sharing Platforms (Sharepoint, Google-Drive, Dropbox)
- Time management and planning skills

- Excellent writing skills
- Design capabilities is a plus

ADDITIONAL DESIRED COMPETENCIES:

- Experience in Search Engine Optimization and Google Analytics
- Experience in Adobe Creative Suites, Camtasia and Canva

OTHER NEEDS:

- High-speed internet,
- Personal computer, that can be used for work (either Mac OS, or Windows OS)

**Compensation:**

AFR Ed Fund offers interns a compensation of \$16.10/hour, together with stimulating, soul-satisfying work, and a crash course in public-interest advocacy, financial regulation, communications, and coalition building. Academic credit is available as well.

**Covid Location Adjustment:**

Due to COVID-19, all positions will be telework internships, and meetings and orientation will take place via Zoom or other teleconference apps.

**HOW TO APPLY:**

Please send a resume, a cover letter, a brief writing sample, and three references to [internships@ourfinancialsecurity.org](mailto:internships@ourfinancialsecurity.org). Please specify in your email the specific internship(s) to which you are applying. **Please note that we are only able to hire residents of the following states:** *District of Columbia, Maryland, Virginia, Rhode Island, New York, Massachusetts, Georgia, California, Washington (state), North Carolina, Texas, Illinois, Kentucky*

*Americans for Financial Reform Education Fund provides equal employment opportunities (EEO) to all applicants for employment without regard to race, color, religion, gender, gender expression, sexual orientation, national origin, age, or disability. AFR Ed Fund is located at 1615 L Street NW in downtown Washington, D.C.*

*Americans for Financial Reform Education Fund is aware that for-profit companies have been selling services related to our internship program. Please be aware that AFR Education Fund is **not** collaborating nor partnering with any such companies and paying for such services does not guarantee placement in our internship program. AFR Education Fund **does not** charge any fees at any stage of the application and selection process.*