Dysautonomia International



Dysautonomia International 2022 Non-Profit Communications Internships

Dysautonomia International is seeking motivated student interns for Spring, Summer and Fall 2022 semester Non-Profit Communications internships. Dysautonomia International, a 501(c)(3) non-profit, advocates for over 70 million people around the world living with autonomic nervous system disorders by raising funds research, educating medical professionals, and empowering patients and caregivers with helpful resources.

Days are flexible, and the internship may be completed remotely, but we ask that you work at least 16 hours per week for a minimum of eight weeks to complete this internship. The internship is unpaid, but we will sign a letter or other statement needed to support credit hours for a university internship program upon successful completion of the internship.

As a Non-Profit Communications Intern, your day to day will vary, but your responsibilities will include:

- Assisting staff with social media and blog content generation;
- Assist staff with social media monitoring;
- Proofreading email, print and web content;
- Graphic design for social media and print materials;
- Developing infographics;
- Drafting and proofreading press releases;
- Collecting all press coverage of Dysautonomia International;
- Administrative tasks as needed;
- This intern position reports to the organization's Communications Director.

You should apply if:

- You will be enrolled in a college or graduate level classes during Spring, Summer or Fall 2022;
- You have a desire to make an impact for people impacted by autonomic nervous system disorders;
- You have an interest in expanding your skills and experience in non-profit communications, social media branding, and marketing;
- You have strong written, verbal and graphic communication skills;
- You have working knowledge of Microsoft Office Suite, Google Drive, and Canva;
- You know how to use social media platforms, including Facebook, Instagram, Twitter and LinkedIn; and
- You are reliable and understand the importance of getting projects done on time in a professional manner.

Interested candidates should send a resume, cover letter, and samples of your work (writing samples, graphic design samples, social media content) to Teagan Orr, Communications Director, at <u>torr@dysautonomiainternational.org</u>. Please put Non-Profit Communications Intern in the subject line of your email.

Dysautonomia International is committed to providing equal opportunities to all qualified applicants and interns without regard to age, race, color, creed, religion, gender, gender identity, gender expression, national origin, disability, sex, sexual orientation, military status, marital status, pregnancy, predisposing genetic characteristics, genetic information, veteran status or any other basis protected by applicable law.