



**Position:** Communications and PR Intern

**Location:** Los Angeles, CA

**About RI:** Relief International (RI), an international relief organization with cross-sectoral programs bridging relief and development, seeks a Communications and PR Intern.

**Position Summary:** The Communications and PR Intern is provided with an opportunity to work as part of a communications team promoting RI's humanitarian work worldwide.

**ESSENTIAL RESPONSIBILITIES AND DUTIES:**

- Work with Communications and PR Officer to edit/develop website content.
- Work with the Philanthropy team on communications projects, including printing and production of RI's PR materials.
- Assist with writing and editing of outreach that supports RI as well as media outreach to promote fundraising events.

**QUALIFICATIONS & REQUIREMENTS:**

- Current student or recent graduate of BA in communication, international relations, or related field, having completed relevant coursework;
- Excellent writing and editing capabilities;
- Energetic and assertive work-related attitude;
- Willingness to take direction, as well as proactively provide communication ideas;
- Ability to work independently and on a team, with strict deadlines;
- Demonstrated interest in international development and relief efforts with a strong commitment to local and global social justice;
- Demonstrated ability to think critically, resourcefully and strategically to maximize the communication team's contribution to RI's mission.

**Salary:** Unpaid internship; academic credit and a monthly transportation stipend available. (15-20 hours per week)

**Application Procedure:** To be considered for this recruitment, please submit a cover letter, resume, the contact details of 3 professional supervisory references, two AP-style writing samples, and the date of availability to: [intern@ri.org](mailto:intern@ri.org) . The email subject line should include the following: Communications and PR Intern - LA.