



Position Web Design Intern

Location Washington D.C.

About RI: Relief International (RI), an international relief and development agency with cross-sectoral programs bridging relief and development, currently seeks a Web Design Intern.

Position Summary:

The intern will work with the organization's Chief Operating Officer to design a new internal website. The majority of the work will be conducted on site and the intern must be based in Washington D.C.

Essential Responsibilities and Duties:

- Design and implement an intranet website for RI employees (i.e. an internal "go-to" resource for RI staff worldwide)
- Provide ongoing documentation and support on one's own coding.

Requirements and Qualifications:

- Expertise with relevant software and web design tools.
- Proficient knowledge of web design and internet security.
- Energetic and assertive, prepared to not only follow direction, but also proactively provide design and communication ideas.
- Ability to work under strict deadlines and work independently as well as on a team.
- Detail oriented.
- Willingness to commit a minimum of 15 hours per week.

Salary: Unpaid, monthly transportation stipend and academic credit available.

Application Procedure: To be considered for this recruitment, please submit a cover letter, resume, 3 professional supervisory references with date of availability to intern@ri.org. Incomplete applications will not be considered. The email subject line should include the following: Web Design Intern - DC.