

**AMNESTY
INTERNATIONAL**



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Media Internship

Responsible to Media and Communications Coordinator.

All interns are part of the Campaigns, Advocacy and Communications Team – which consists of 4 permanent staff members and 7 interns – at Amnesty International's offices in Auckland.

ABOUT THE ROLE

The Media intern is responsible for assisting the Media and Communications coordinator. Amnesty International plays a crucial role in the articulation of human rights aspirations, principles and standards. Key to its influence is sound, timely and impartial action on human rights issues across the world's regions. The intern will play an integral role in the Campaigns, Advocacy and Communications Team working on AIANZ's priority campaigns, as well as strengthening and maintaining relationships with relevant organisations and media representatives.

The Media Intern reports to the Media and Communications Coordinator and will work within the Campaigns, Advocacy & Communications Team to ensure a close link between media work and public campaigning. The media and communications team will liaise with other managers, staff and interns including Advocacy, Activism Support and Fundraising.

There may be travel and training opportunities and the opportunity to attend external meetings where appropriate.

PRIMARY RESPONSIBILITIES

1. Drafting and editing content for the AIANZ publications under the supervision of the MCC
2. Drafting and editing content for the AIANZ's website under the supervision of the MCC
3. Maintaining media & AIANZ image databases

4. Monitoring and analysing media coverage (from AIANZ and other likeminded organisations)
5. Monitoring Weekly Media Reports from Amnesty's International Secretariat
6. Drafting and editing press releases
7. Drafting and editing articles for print media
8. Distributing press releases and following up with media as appropriate
9. Servicing requests for information by the media
10. Liaising with the wider Campaigns, Advocacy and Communications Team and providing the necessary media and communications support required for the priority campaigns.
11. Assisting with event management

COMPETENCIES

Skills

1. Strong research and writing skills
2. Excellent command of the English language
3. Strong verbal communication skills
4. Undertaking study in journalism or public relations desirable
5. Knowledge and ability in website development, design and maintenance desirable
6. Experience in event management
7. Computer literate, including in use of the Internet for research
8. Ability to deliver work on time and to a high standard
9. Ability to work independently as well as collaboratively with a team
10. Ability to multi-task
11. Experience in being part of a team

Personal Attributes

1. Ability to be tactful and diplomatic, and maintain good relations with those who have a wide range of views
2. Good inter-personal skills
3. Cultural sensitivity and acceptance of diverse opinions and perspectives
4. Flexibility, adaptability and willingness to take initiative and responsibility
5. Commitment to human rights and Amnesty International's aims.