



## Internship, Communications Division

### Berlin, Germany

The World Food Programme is the world's largest humanitarian agency, fighting hunger worldwide. We are currently seeking to fill an internship position under the **Communications Division**. The position will be based in **Berlin/ Germany**. The Internship will be for a period of **6 months** starting from **end-February 2017**.

#### Description

The selected candidate will be assisting the **Communications Division** with the following key duties:

- Daily press and media screening
- Write articles, publish and edit stories for the German WFP website
- Assist in preparation of online fundraising materials (newsletter, appeals etc.)
- Provide input for German WFP social media channels, monitor statistics
- Assist in drafting and writing various publications
- Place corporate print ads and videos on a pro bono basis in national media outlets
- Translate documents from German to English and vice versa
- Assist in arranging and preparing interviews and media briefings
- Perform other related duties as required

#### Essential Requirements

- Currently enrolled or recently graduated (less than 12 months ago) from a university, preferably in one of the following areas: communication, media, social sciences, or related studies;
- Completed at least two years of undergraduate study and at least one relevant internship;
- Attended courses in the last 12 months (transcripts of records or diploma required);
- Ability to produce high-quality written materials, write clearly and concisely and work within tight deadlines;
- **Excellent communication skills (written and oral) in German and English are required.** Second UN language would be an asset;
- Proficiency in MS Office (Word, Excel, Power Point);
- Experience in the fields of social media management, image processing such as Adobe Photoshop, content management systems and writing for the web would be an asset.

#### Terms and Conditions

- Interns receive a monthly stipend from WFP up to the amount of US\$700 per month;
- WFP is not responsible for living expenses, arrangements for accommodation, travel to and from WFP internship location, necessary visas and costs related.

Send your application (one-page motivation letter in German and English, Curriculum Vitae, and Transcripts of Records, and contact details for two references) as one document by email to Silvia Kollitz, [WFP.Berlin@wfp.org](mailto:WFP.Berlin@wfp.org).

**Deadline for applications: 30 November 2016**

*WFP has zero tolerance for discrimination and does not discriminate on the basis of HIV/AIDS status. Qualified female applicants and qualified applicants from developing countries are encouraged to apply.*

Fighting Hunger Worldwide