



## Wildlife Justice Commission

*Law enforcement and legal experts fighting transnational organised wildlife crime*

**The Wildlife Justice Commission is a young, innovative, mission-driven organisation, leveraging the rule of law and the power of investigation to stop the extinction of our planet's wildlife. Our mission is to disrupt and help dismantle the criminal networks profiting from the trafficking of wildlife, timber, and fish. We do this by gathering evidence and turning it into accountability.**

To support this mission and our continued growth, we are seeking an intern for the Communications Department.

### **Communications Intern**

32-40 hours per week, 6 months

*The Netherlands*

#### **Position Overview**

As an intern at the Communications Department, you will support the team in their day-to-day activities and contribute to promoting the work of the Wildlife Justice Commission. You will assist with preparing communications material and conducting research for various special projects targeting the different audiences of the Wildlife Justice Commission.

The position requires strong research and writing skills and the ability to creatively conceptualise information.

The work of the Communications team requires the ability to make the case for the work of the Wildlife Justice Commission and to translate complex concepts and approaches into language that is accessible to a variety of different types of audiences. You work closely with the Director of Development and Communication and the PR and Media Coordinator.

#### *Tasks and Responsibilities*

- Assist with the analysis of current wildlife news/events and the media coverage of the work of the Wildlife Justice Commission.
- Assist with writing communications material for the purpose of promoting it on the Wildlife Justice Commission's website and social media.
- Assist with drafting reports analysing external communications.
- Assist with responding to inquiries and requests for information/documents from the media and others.
- Assist with organising and maintaining communication materials and mailing lists.
- Research, compile and present documents about media of interest covering wildlife crime issues.
- Conceptualise, research, and present ideas for developing and producing communications products.
- Assist in preparing PowerPoint Presentations and speaking notes for target audiences.
- Assist with designing leaflets and graphics promoting the impact of the Wildlife Justice Commission's work.





- Assist in ensuring availability and appropriate packaging of products for distribution at special events, conferences, functions, etc.
- Assist in fulfilling other duties to assist the Department in its work.

## **Requirements**

### *Knowledge and Skills*

- Pursuing a Bachelor's or a Master's degree in communications or a related field at an university in the Netherlands.
- Be eligible to work in the Netherlands.
- Strong writing and communications skills.
- Video editing skills are an asset.
- Proficiency in English. Proficiency in Dutch is an asset.
- Good working knowledge of MS Office and SharePoint.
- Proactive attitude and attention to detail.
- Demonstrate a high degree of confidentiality and integrity.
- A hands-on attitude and the ability to work independently.
- Affinity with the mission statement of the organisation.
- Sensitivity to working in a culturally diverse and global team.

## **We offer**

- An internship of 32-40 hours per week for a period of 6 months, preferably starting in the month of November.
- An international environment (our team has over 20 nationalities).
- An internship compensation.
- A chance to make a difference!

### **Looking to make a difference for wildlife?**

Please fill in our job application form on our website <https://wildlifejustice.org/job-application-form> and upload your resume and cover letter in English. Should you have any questions about this position, please email us at [careers@wildlifejustice.org](mailto:careers@wildlifejustice.org).

To support our objectives, the Wildlife Justice Commission employs staff of many nationalities, cultures, languages, and opinions. This international and diverse character is one of the core values of the organisation, and we therefore seek to sustain and strengthen this diversity, and to ensure equal opportunities as well as an inclusive working environment for our entire workforce.

**Deadline to submit applications: 13 October 2023**

*Please note that only short-listed candidates will be contacted.*

