

Job Title: Brand and Communications Intern

Organisation: Sightsavers India

Location: Delhi

Duration: 3 months

About Sightsavers India:

Sightsavers India is a development organisation working to eliminate avoidable blindness and promote equality of opportunity for people with disability. Sightsavers India focuses on collaborating with various departments of the state governments to scale up operations for eye health, inclusive education and social inclusion – our three core areas of work.

Job Description:

Sightsavers India is seeking a dynamic and motivated individual to join our team as a Brand and Communications Intern. This position offers a unique opportunity to contribute to impactful projects in the field of eye health and disability inclusion.

Key Responsibilities:

1. **Content Creation:** Develop engaging and compelling content for various communication channels, including social media, newsletters, and the website.
2. **Social Media Management:** Assist in managing and growing our social media presence by creating and scheduling posts, monitoring engagement, and analysing performance metrics.
3. **Brand Support:** Contribute to maintaining a consistent brand image across all communication materials, ensuring alignment with Sightsavers' mission and values.
4. **Event Coordination:** Support the planning and execution of events, including webinars, conferences, and promotional activities.
5. **Collaboration:** Work closely with cross-functional teams to gather information, stories, and updates for communication materials.
6. **Case stories:** Collaborate with teams across the organisation to source and refine case stories.
7. **Website Management:** Ensure timely website updates with news, blogs, research articles, etc.

However, in a development organisation such as Sightsavers India with a relatively small staff, responsibilities and tasks may inevitably vary from time to time. Therefore, all staff are expected to respond flexibly when tasks not specifically covered in this job description arise.

Qualifications:

- Pursuing or recently completed a communications, marketing, journalism, B.A Hons or a related field degree.
- Strong written and verbal communication skills.
- Proficiency in social media platforms and content creation tools.
- Passion for working in the development sector.

Requirements:

- Ability to work independently and collaboratively in a fast-paced environment.
- Detail-oriented with excellent organisational skills.
- Commitment to the mission and values of Sightsavers India.

How to Apply:

Interested candidates should submit their resume and a brief cover letter outlining their relevant experience and interest in the position to indiaweb@sightsaversindia.org

Sightsavers India is an equal-opportunity employer, and we encourage candidates from diverse backgrounds to apply.

Note: This is a paid internship opportunity. Only shortlisted candidates will be contacted for interviews.