



Call for Communications Interns

Organisation: iProbono

Position: Communications Intern

Term: Two months

Location: New Delhi

About iProbono

iProbono's mission is to enable people to access their rights in pursuit of a just society. We believe in holistic counsel, representing clients and providing wraparound legal support, capacity building, storytelling, research, and policy advocacy to support social change. By promoting active citizenship and engaging a holistic model we:

- Advance justice for all by representing people in need
- Strengthen the impact of civil society
- Advocate for policies that promote social equity and end discrimination

iProbono works on cases involving child abuse, trafficking, women's rights, disability rights and housing rights, and engages in advocacy in these thematic areas. We also provide support in the form of legal assistance to civil society organisations across the country working on a range of issues. More details about our work can be found on [our website](#).

We are looking for an individual who will work closely with the Advocacy and Communications team on the following:

Responsibilities

1. Documentation, content generation: Providing support in developing content for our website and social media. Strategising with the team in developing articles, social media posts, case studies, and identifying other content generation opportunities.
2. Research, keeping track of the latest legal news and developments
3. Updating the communications calendar, and keeping track of upcoming events.
4. Knowledge of software like Photoshop, Illustrator, Canva
5. Assist in maintaining iProbono channels on different social media platforms including ideation for social media posts and campaigns
6. Database management organising and updating our database
7. Supporting additional tasks including inputs on website design and backend support on advocacy projects.
8. Utilising Google Analytics and SEO (would be a bonus)

The successful candidate should have an interest in website and social media development, and be enthusiastic about engaging with different projects that relate to social justice. They should be organised, have an eye for detail, and excellent written and verbal communication skills in English.

Skills and Experience

1. Bachelor's or Master's degree (or current enrolment in either)
2. Excellent written and oral communication skills in English
3. Proficiency with MS Office, database management and internet skills

The candidate should be well-read and stay up-to-date on new developments in the areas of law and policy, and work with the team to integrate them into communication activities. The candidate should also appreciate and understand the versatility of communication and its impact on the pursuit of justice.

To apply, please email recruitment@i-probono.com with your CV and a short cover letter.