

## Media & Communications Internship

**Purpose of role:** To support the Communications Manager with a variety of communications based tasks including: promoting our programmes to new audiences; challenging stereotypes; and gaining hands-on digital communication skills and experience.

### Typical tasks include:

- Curating and producing content for social media
- Supporting F&BF's public relations work
- Website design and content updates
- Writing and editing articles, press releases and other written material
- Designing promotional material

### What we are looking for:

- An interest in and passion for interfaith and intercultural dialogue
- A positive, sensitive and inclusive approach
- Excellent written and oral communication skills
- Experience of/interest in media, journalism and/or communications
- Strong IT and technical skills

### Supervision and support:

The Communications Manager provides direct supervision, overseeing and providing feedback on tasks. The Volunteer Manager supports interns' learning and development. Regular interfaith and skills-based training sessions are provided. Join a network of 200 former and current interns.

### Practicalities:

This voluntary role is for three or six months, three days a week, in our Kentish Town Office. Travel and lunch expenses will be reimbursed.

### How to apply:

We recruit every three months; for current vacancies, deadlines and details of how to apply please visit [www.faithbeliefforum.org/internships](http://www.faithbeliefforum.org/internships)

F&BF is a leading interfaith and intercultural charity that builds good relations between people from different backgrounds. We welcome applications from people of all faiths, beliefs and cultures.



**Lucie Meggitt**

**Media & Communications  
Intern**

In July I joined the organisation as a Communications intern, looking to expand my experience of communications and media, and in only a couple of short months can say I have learnt a lot! During my internship I've been given the opportunity to write blog posts, press releases and create content for use on social media.

I received training sessions, specifically for interns, on important career topics like presentation skills or personal development. Because I was an integral part of the team, I sat in on meetings to understand how they are conducted and how to take minutes.

One of my favourite things about the Comms role is working across the organisation — one day I might be discussing how the ParliaMentors team can engage their participants on social media, and the next I'll be learning how to send out our email newsletters.