



CWS Harrisburg Internship

Community Engagement Intern

CWS Harrisburg collaborates with partners to give hope, opportunity, and relief to refugees and immigrants, as well as promote a diverse and welcoming community. We work together with faith groups, organizations, and individuals to provide help and homes to refugees and work to build a hospitable community in the United States for uprooted people so that they can fashion a better future.

Position: Community Engagement Intern

Location: CWS Harrisburg – 2101 N Front St Building 3 Suite 301, Harrisburg, PA 17110

Reports to: Community Relations Sr. Specialist

Hours and Length: Minimum 15 hours/week for one or more semesters, or 10-12 weeks per term

Basic Intern Responsibilities:

- Assist in the ongoing development and management of the CWS Harrisburg social media strategy and programs
- Support office storytelling initiatives focusing on digital media content production, through the research and writing of stories, collection of photos and video for use in social media, electronic and print communication channels, including interviews with refugee clients, staff, employers, volunteers, etc.
- Assist in planning and supporting CWS Harrisburg events
- Assist in engaging with the local newspapers, radio, and TV stations
- Help with recruiting volunteers and collecting/tracking donations

Qualifications:

- Communications, Visual Arts, Marketing and Business, Nonprofit Management, or related majors
- Junior or Senior undergraduate or post-Graduate students are preferred; other undergraduate students considered
- Experience with social media and electronic communication channels
- Communication, writing, photography, and video experience and skills
- Creativity and initiative to follow through on projects
- Excellent organizational, problem-solving, and planning skills
- Ability to work independently and be a self-starter
- Cultural competency and a strong desire to work in a cross-cultural environment
- Preference is given to those 21 years of age or over to meet CWS driver approval qualifications. Must have a valid driver's license and insurable driving record

Applying Instructions: Send a cover letter and resume to aswan@cwsglobal.org. Please state the semester of preference. Applications will be accepted on a rolling basis.

Note: Any applicant selected for the internship must have a university agreement from your current or former university or educational institution that indicates the internship would be related to your education or studies.