

Communications Intern Job Description

About DVRP:

Since 1995, The Asian/Pacific Islander Domestic Violence Resource Project (DVRP) has provided services to survivors of domestic violence in Washington, DC, Maryland, and Virginia. It is an organization that was founded by survivors and continues to be survivor-led and driven. Our mission is to support and mobilize Asian/Pacific Islanders to build safer communities by responding to harm and striving to end gender and power-based violence.

Department and Role Overview:

The Outreach & Training team at DVRP helps build more resilient communities that can mobilize and respond to violence through peer organizing, anti-violence and political education, and art + cultural healing workshops. We approach this work through the lens of transformative justice.

The Communications Intern will support the Outreach and Training Coordinator in implementing DVRP's communications and social media strategy. Our goal is to ensure that folks in our community know about DVRP's resources, programs, and events. The ideal candidate is creative and has a demonstrated interest in both supporting survivors of gender and power-based violence and increasing accessibility of community-based and culturally relevant supports. We are looking for interns who can give a minimum commitment of 10-12 hours per week from June through the end of August.

Responsibilities:

- Drafting social media posts on Canva
 - Posts may include: Resource highlights; interviews with staff or partner organizations; relevant political education; event recaps; event outreach
- Planning social media campaigns (Pride, Disability Pride, Healing Justice Summit)
- Supporting in reimaging DVRP's newsletters
- Assisting with website redesign
- Ensuring DVRP's social media communication is more accessible: examples include writing alternate text, increasing language access, and exploring additional platforms
- Supporting live social media coverage for events, particularly the Healing Justice Summit
- Providing communications support to the Survivor Services Program (SSP) as needed

Requirements:

- Familiarity with Canva or other similar design platforms
- Creativity and willingness to imagine/brainstorm new ways of reaching the A/PI community
- Experience with Instagram, Facebook, and Mailchimp
- Basic understanding of accessibility in digital communications (e.g., writing alt text, captions)
- Strong writing and organizational skills
- Ability to work independently as well as in a team
- Commitment to ending a culture of violence

Compensation

Each intern will receive a \$750 honorarium for their time. This is a hybrid position based in Washington, DC.

How to Apply

Please send an email with your resume, cover letter, portfolio, a writing sample, and two references to hr@dvrp.org with the subject line “Communications Intern” by **Sunday, April 27th, 2024**. We will be responding to applications on a rolling basis and will not respond to phone inquiries. Incomplete applications will not be reviewed.

DVRP is committed to equal opportunity in employment and, in accordance with the District of Columbia Human Rights Act of 1977, as amended, does not discriminate on the basis of “race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, and place of residence or business.”