

## **Intern - Research & Communications**

Bytes for All, Pakistan is looking for a Research and Communications Intern to work at its Islamabad Office for six months. This is a paid internship position.

### **What we do:**

Bytes for All (B4A), Pakistan is a human rights organization and a research think tank with a focus on Information and Communication Technologies (ICTs). We promote the use of technology for sustainable development, democracy and social justice. For more information, please visit [www.bytesforall.pk](http://www.bytesforall.pk).

### **Job Description:**

#### **1) Basic function of the position**

The Research and Communications Intern will support the program team in organization's research and communications needs.

#### **2) Major duties and responsibilities**

- Assist program team in their research activities;
- Assist in designing research methodologies;
- Provide support to program team in data collection, conducting need assessments and monitoring and evaluation;
- Assist in writing research reports and issue papers;
- Assist in managing day-to-day internal and external communications of organization;
- Assist in implementing media outreach strategy for the organization;
- Help maintaining a strong brand for the Bytes for All, including impactful and fit-for-purpose publications, web site and social media;
- Prepare press statements and articles drafts for internal and external communications;
- Develop new relationships with media, key decision makers, member organizations and others;
- Assist in managing publication and promotion materials, including design and printing;
- Any other tasks as assigned by program team.

### **Qualification:**

- At least a Bachelor's degree in Communications, Journalism, Public Relations or related field. Relaxation can be given in specific cases such as candidates with exceptional research and communication skills or those who are in their final semesters.
- Good theoretical knowledge of quantitative and qualitative research methodologies;
- Excellent written and verbal English and Urdu language skills;
- Good critical thinking and the ability to exercise good judgment;
- Good understanding with ICTs and computer assisted work.

### **What we offer:**

- This is a paid internship - remuneration as per organization's policy;

- Opportunities to learn about cyberspace, technology and human rights issues;
- Opportunities to grow in the organization based on the performance; and
- A fun and relaxed work environment.

If this opportunity description interests you and fits your profile, consider sending us your CV, along with a short note explaining why you are a good match for the position. E-mail us on [hr@bytesforall.pk](mailto:hr@bytesforall.pk) before April 13, 2018. Please make sure to mention that you are applying for the "Intern - Research and Communications" position in the subject line.

As per the Equality Policy at Bytes for All, we have to give preference to the candidates from religious and sexual minority communities for all the positions.