

Between Friends Communications Intern Description

Reports To: Director of Development
Classification: Unpaid Internship

General Purpose of Position

Enhance your communications/public relations skills applicable in both the for-profit and non-profit sectors, while contributing to meaningful social change! Between Friends is seeking a Communications intern to work 10-15 hours per week in our Development Department.

Knowledge and Skill Requirements

Education – High School diploma required.

Experience – Must have communications/PR experience. Must be familiar with social media, creative, have strong writing skills, committed to meeting deadlines, and be an effective communicator.

Computer and software knowledge – Microsoft Office experience required.

Responsibilities

- Maintain social media such as Facebook and Twitter.
- Publicize Between Friends' events through all media outlets.
- Write and prepare e-communications.
- Write press releases about Between Friends and/or domestic violence related issues.
- Assist in building relationships with key media outlets and reporters.
- Complete other duties as assigned.

About Between Friends

Between Friends was founded to build a community without domestic violence. In 1986, a group of women started a grassroots fundraising effort to support battered women's programs on Chicago's north side.

As it grew clear that more direct service was needed, Friends began to provide a crisis hotline and a counseling center to support survivors. Today, Between Friends provides counseling, advocates for victims in court, and educates teens and the wider community about how to recognize dating abuse. Learn more about us at www.betweenfriendschicago.org.

To apply: please email your cover letter and resume to Amanda Espitia at aespitia@betweenfriendschicago.org.