



## Internship Role Description

# Digital Storyteller

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### Who we are

Communit eer is a social enterprise that combines technological and programmatic solutions to engage volunteers in order to tackle the world's greatest challenges. We facilitate social impact by bringing corporates, universities, not-for-profit organisations and volunteers together to do more good. Think of us as 'LinkedIn and Airtasker combined, for social good'.

We're a fast-moving, for-purpose start-up that constantly innovates to empower people to make a difference. Our team consists of passionate people with different skills and cultural backgrounds, and we recognise the strength in diversity. We are values-driven, pragmatic and determined people who practice what we preach! We care deeply about other people, the community, and the environment we live in.

So far our community has grown to over 3000 volunteers, 350 not-for-profits and 10 corporates, facilitating over 5000 hours of volunteering.

### The Role

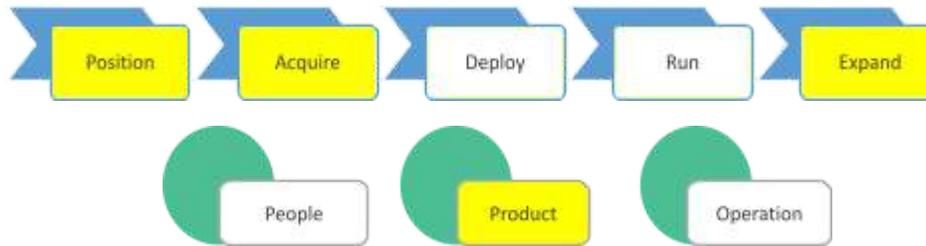
This role will be pivotal in raising awareness on social causes, telling the stories of those in need, and recognising the contribution of purposeful individuals and communities through the power of written and visual content. You will develop a strong understanding of CT's stakeholder groups and gather their stories, information and news to represent their view points. You will hone your chosen focus area from content writing, graphic design and video editing and craft your place in the Position and Content team.

We're seeking an expressive person who can produce user-centric content reinforcing CT's messaging, campaigns, and bring written, graphic and/or video/animated content to life. This is a unique and exciting opportunity to apply your technical skills whilst building a purposeful career. You will be able to present new perspectives in front of our stakeholders to challenge their accepted norms and put your own stamp on how Communit eer tells our story to amplify social impact.

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### Relationships

- Reports to: Marketing and Content Team Leader, CEO
- Supports: Digital Storytellers, Business Development Managers
- Works with: Event Coordinators, Community Builders, UI Designer




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## Responsibilities

- Craft compelling content that connects social causes to people's heart strings;
- Collaborate with other Digital Storytellers to build a rich and growing library of content that communicates CT's impact and can be repurposed and distributed;
- Create written, graphic or video pieces in accordance to CT's target audience, campaign objectives, and distribution channels (blog, social media, EDM, brochure site etc);
- Research, plan and interview prominent community leaders and contributors to raise public awareness on specific social issues;
- Coordinate the end-to-end production of content that may involve internal and/or external stakeholders;
- Contribute to content strategies through competitor and audience research, as well as creative ideation;
- Any other work-related deliverables as directed by the Team Leader and CEO.

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## Selection criteria

- Values alignment with CT (Agency, Equality, Humanity, Integrity, Solidarity);
- Passionate about facilitating social impact through the connection of purposeful individuals and for-purpose organisations;
- Currently studying or have recently completed studies in creative production, digital media and communications, journalism;
- Genuine interest in producing content that reflects our social cause and enhances user experience;
- Confident in writing briefs, copy, and/or graphic design, and/or editing videos for diverse audiences, purposes, and publishing platforms;
- Familiar with, or interested in preparing and conducting interviews, transcribing, and extracting key messages for content creation;
- Both spoken and written communication skills with experience of adapting your style and approach to the audience and message to be delivered.

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## Key performance indicators

- Effective communication of key messages and stories using the most appropriate media format, including but not limited to textual, graphical, audio/video or interactive media;
- Contribute to the increase of CT's user engagement and their understanding of the current social issues;
- Improvements in CT's content production process and supporting the team in communicating their goals internally and externally;
- Generate and communicate ideas and stories that inspire people to get involved through further reading, joining communities and giving;
- Reinforce a strong culture of user-centred delivery and teamwork.



## Internship Program Overview

Communit eer internships are a one-of-a-kind experience, highly rewarding to those who give it their all.

Our most important asset is our people. Being a purpose-led organisation with a young workforce, we have a supportive tight-knit culture that comes from the passion in doing something greater for the world. Being a values-driven team, determined to practice what we preach, we run both external and internal campaigns to act on our care about people, the community and the environment we live in.

As we are currently in a transition phase from start-up to SME, we move fast, and our interns are absolutely part of that journey. We know that this journey isn't for everyone, thus at one-third of the way into every internship, we will check in to ensure there is a good mutual fit between us.

### What do you give -> What do you get?

Successful completion of the internship	<b>Pathway to employment</b> A reference from us to improve your employability & potential career opportunities at Communit eer
Application of technical skills	<b>Development of technical skills</b> An internal expert or external mentor to guide you professionally
Engage in the workplace culture, including commitment to minimum at-office hours	<b>Development of soft skills</b> Structured education, ie. group workshops and 1-on-1 sessions on 'how' to work and be the owner of your scope of work with real impact
Willingness to learn and immerse yourself in your team	<b>Swift and structured induction month</b> 1-week induction schedule followed by 2-3 weeks of shadowing and functional work, with progressive responsibilities allowing you to prove yourself and achieve according to your ambition
Transparent communication about your progress, to what extent this internship is prioritised in your schedule and whether it aligns with your goals	<b>Mutual relationship of being taken seriously</b> Resources invested for your success & genuine respect given to you from day 1 as the owner of your role
Fail fast, fail often approach	<b>Upfront and constructive feedback</b> Honest observations and assessment on how you are doing, what your strengths and weaknesses are
Hunger and curiosity for more, a go-getter attitude	<b>Richer opportunities</b> Referrals and direct introductions to our connections & entry to more opportunities within your team and across the organisation