

## WANTED – INTERN

# PUBLIC RELATIONS / COMMUNICATION

### The organization

The International Bureau for Children's Rights (IBCR) is an international non-governmental organization, whose board of directors is composed of Canadian and international experts. The IBCR's mission is to contribute to the protection and promotion of children's rights worldwide.

To know more about the organization, please visit <http://www.ibcr.org>

### Internship focus

In the next few months, the Bureau will require the qualified services of an intern to complete the following mandates :

- Writing of *IBCR NEWS BRIEF*, published on an occasional basis to share with our audience some of the happenings and developments at the IBCR.;
- Organize or participate in the making of events , IBCR's report dissemination, promotion and exchange forum, or then of working meetings here in Montreal or out of country ;
- Update the website of the Bureau, forefront showcase of our activities;

- Create or update promotional material allowing increased exposure for the Bureau's interventions;
- Compile a list of media, national and international ( newspaper, radio, television) interested by topics related to Human Rights, Child Rights , Research Institutes, etc...;
- Establish a global calendar of events held in Canada and in the world in 2010 – 2011 that could be of interest for the International Bureau of Children Rights

### **Dates and length**

The internship starts in **winter 2010 ( position available beginning of January 2010 )**. Its minimal length is 3 months with 2 to 3 workdays per week. No remuneration is envisaged for this internship; IBCR will reimburse public transportation expenses and offer compensation for lunch.

### **Requirements**

- Concentration in one of the following fields: communication, public relations, website design ( preference will be given to graduate students who can receive academic credits for the internship );
- Autonomy and resourcefulness;
- Ability to work in team and to work under pressure;
- Excellent writing skills in English or in French ;
- Familiarity with human/children's rights, human rights instruments, field experience or relevant work experience is a plus.

### **Standards of background evaluation**

- Academic background, including relevant university courses completed and research written on issues relevant to the internship's focus;
- Application letter, assessed according to the quality of writing and the subjects raised in the letter: interest and importance of internship in student's career, previous experience, knowledge or other relevant skills for the internship;
- Dynamics of the brief pre-selection interview

**Deadline for application:**

**October 26<sup>th</sup> 2009**

( priority given to first applicants ;applications submitted after deadlines may be considered )

**How to apply**

The application package must include:

- Application letter;
- Curriculum vitae (including a section with references);
- Academic record/grades (preferably Internet version).

Send your application to : Luc Ouimet or at [l.ouimet@ibcr.org](mailto:l.ouimet@ibcr.org)  
Director of Administration  
IBCR  
2715 chemin Côte Ste-Catherine  
Montreal, Quebec H3T 1B6

**Students able to credit this internship will be given preference.**

Announcement issued in september 2009

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