



Internship Description
Fashion for Freedom Campaign
Location: Washington, D.C. or New York City

About Free the Slaves

Founded in 2000, Free the Slaves (FTS) is a pioneer and leader in the global effort to eradicate slavery. Our mission is to liberate those in slavery and to change the conditions that allow slavery to persist. Free the Slaves works at the grassroots to empower vulnerable individuals and communities to achieve freedom from slavery and develop resistance to slavery. We work with and through local partners to build national capacity to combat slavery and trafficking.

Headquartered in Washington, D.C., with programs in Ghana, India, Nepal, Haiti, Senegal and the Democratic Republic of the Congo, Free the Slaves has an annual operating budget of approximately \$3.5 million, a talented and dedicated staff of 25, and a highly engaged and supportive board of directors.

For more information, see: www.freetheslaves.net.

Internship Description

This intern reports directly to the special projects officer and will focus on supporting the Fashion for Freedom Campaign and event. The intern will help ensure critical administrative responsibilities are executed in a timely, efficient and professional manner. This role involves strategic thinking, a passion for mission and effective communications. Prior knowledge of event planning, marketing and the international donor environment will be extremely helpful context for the successful candidate.

Responsibilities

- Support FTS special projects officer in the planning, marketing and execution of the Fashion for Freedom Campaign and event (which takes place each summer).
- Produce promotional content for the Fashion for Freedom Campaign and event (graphics, blog posts, videos, etc.).
- Work on promotion of events to drive ticket sales by reaching out to industry influencers, press, media contacts, and other interested parties.

- Participate in monthly planning calls with the various Fashion for Freedom Campaign and event teams.
- Ability to commit to at least 10 hours per week, understanding that this amount may vary based on time of year.

Required Qualifications

The ideal candidate will have:

- An existing right to work in the U.S.
- Fluency in English, with excellent written and oral communication skills.
- Experience with social marketing, graphic design and website management (experience with photography and/or videography a plus).
- Willingness to serve in a support role.
- Aptitude for detail and a strong interest in supporting smooth administration of a mission driven NGO.
- Willingness to work in a fast-paced environment requiring responsiveness to field programs.
- Ability to work independently, as well as part of a team, with a demonstrated history of initiative.
- Familiarity with trafficking, international development, poverty reduction programs and the international donor environment.

Preferred Qualifications

- Currently enrolled in or a recent graduate of an accredited college or university as a degree-seeking student.
- Minimum three-month commitment required, but six-month or nine-month commitment preferred.
- Preference will be given to applicants in the Washington, D.C. or New York City metropolitan areas.

How to Apply

Applications should include a tailored cover letter that outlines how your interest, skills and experience meet the qualifications for the internship, a resume and a list of references. **PLEASE SUBMIT YOUR RESUME, COVER LETTER, and REFERENCES AS ONE WORD OR PDF DOCUMENT TO <http://smrtr.io/D4PXlw>.** Please include your last name in the title of the submitted document.

Early applications are encouraged, though all applications received before Dec. 1 will be reviewed. **Start date will be Jan. 15, 2018.**

Please note that this is an unpaid internship, but Free the Slaves can help you arrange to receive school credit.

Free the Slaves is an equal-opportunity organization. Qualified applicants are considered for internships without regard to age, race, color, religion, sex, national origin, sexual orientation, disability or veteran status.