

Justice Ventures International  
Internship Program

## **INTRODUCTION**

### **Mission Statement**

JVI's mission is to bring freedom, justice, and restoration to men, women, and children suffering from human trafficking and other forms of extreme injustice. Our vision is to see oppressed communities transformed into communities reflecting God's love, where human rights and dignity are respected by all.

### **Internship Program Overview**

Our internship program offers opportunities for individuals passionate about social justice and human rights to contribute to achieving freedom, justice and restoration to survivors of human trafficking and other forms of modern slavery. Through hands-on experience and guidance from experienced professionals, interns will gain valuable skills while making a meaningful impact on JVI's efforts to combat modern slavery.

The intern will be assigned a project at the beginning of the internship period and report to the assigned supervisor. The intern may also be assigned to a project that requires collaboration with other departments at JVI.

## **INTERNSHIP POSITIONS**

### **1. Communications Team**

*Responsibilities:*

#### **Social Media Campaigns**

- Conceptualize and develop engaging social media campaigns to raise awareness about human trafficking and modern slavery.
- Create and curate compelling content for various social media platforms, including but not limited to Facebook, Instagram, LinkedIn, and YouTube.
- Implement strategies to grow the organization's social media presence and increase engagement with our target audience.
- Monitor social media trends and stay updated on industry best practices to optimize campaign performance.
- Track and analyze key metrics to evaluate the success of social media campaigns and make data-driven recommendations for improvement.
- Respond to comments and messages on social media platforms in a timely and professional manner.
- Assist in the updating of social media content calendars and scheduling tools.

**Supporting Senior Communications Officer**

- Assist in website content management, including updating content, posting blogs, and optimizing for SEO.
- Aid in event planning and execution, including logistical support, promotion on social media, and coordinating with vendors and partners.
- Assist with donor campaigns and creative engagement campaigns.

*Experience and Qualifications:*

- Currently enrolled in a bachelor's or master's degree program, preferably in Communications, Marketing, Journalism, or a related field.
- Understanding of social media platforms and their respective audiences.
- Excellent written and verbal communication skills with a keen eye for detail.
- Creative thinker with the ability to generate innovative campaign ideas.
- Proficiency in graphic design and video editing software is a plus.
- Desire to learn and improve skills across multiple technology platforms.
- Ability to work independently and collaboratively in a fast-paced environment.
- Passion for social justice and a commitment to the mission of ending human trafficking and modern slavery.

## **2. Program and Administrative Team**

*Responsibilities:*

- Assist/send out internal communications.
- Assist in moves management across teams.
- Research and present creative solutions for internal communications and business processes.
- Document programs and procedures in an easily accessible and digestible manner for the appropriate team.
- Prepare meeting materials.
- Track organization wide projects and assist in presenting data in a visual manner.
- Support Development team in fundraising efforts through improving our donor journeys, preparing giving reports, and/or updating donor contacts.
- Monitor organization-wide emails and coordinate any relevant communications or tasks.

*Experience and Qualifications:*

- Currently enrolled in a bachelor's or master's degree program, preferably in Business, Communications, Public Relations, or a related field.
- Excellent written and verbal communication skills with a keen eye for detail.
- Creative thinker with the ability to generate innovative program ideas.
- Proficiency in internal communications software—Microsoft, Google, Zoom, etc.—is a plus.
- Desire to learn and improve skills across multiple areas of focus.
- Ability to work independently and collaboratively on several tasks.
- Passion for social justice and a commitment to the mission of ending human trafficking and modern slavery.

### **3. Legal Team**

Justice Ventures International (JVI) is seeking a highly detail-oriented intern to support its research and publications initiatives during the summer. This internship offers a valuable opportunity for individuals interested in editorial work within the context of international human rights.

#### *Responsibilities:*

- Research and prepare legal memoranda on a range of issues pertaining to the relevant laws of India and other countries, including government entitlements, human rights, criminal law, employment, health and welfare, and international law
- Assist in the development and editing of manuals and other publications outlining the laws of India and Nepal on government entitlements and human rights issues
- Collect and analyze data on trends in human rights issues in South Asia and prepare reports and presentations for leadership team
- Assist with developing content for an online resource center dedicated to the legal practice of fighting human rights abuse in South Asia

#### *Experience and Qualifications:*

- Current enrollment in accredited law school required or prior paralegal experience preferred
- Excellent legal research, analysis, and writing skills
- Passion for social justice and a commitment to the mission of ending human trafficking and modern slavery

## **PROGRAM DETAILS**

### **Duration**

Internship positions are available on a flexible basis, ranging from one to three months, with the possibility of extension based on performance and organizational needs.

### **Benefits**

Mentorship and professional development opportunities.

Letters of recommendation for outstanding participants.

Networking opportunities with professionals in the field of human rights and social justice.

### **Application Process**

Interested candidates should submit a resume, cover letter, references (if any), and writing sample to [dhenderson@justiceventures.org](mailto:dhenderson@justiceventures.org) with the subject “JVI Internship Program/[*Department Name*].” Applicants will be notified if they are invited to participate in an interview.

### **Diversity**

This program is designed to be inclusive and accessible to individuals from diverse backgrounds. Reasonable accommodation will be provided upon request to ensure equal participation opportunities for all candidates.