

IWA Internship Programme Communications & Marketing

Position: Internship

Duration: 6 months

Remuneration: 400€/month

Duty station: IWA Global Operations, The Hague, Netherlands

Reporting to: interim Marketing & Communications Director

Expected start date: ongoing

About IWA

IWA is a worldwide network for water professionals and companies, with a membership comprising leading companies in the fields of water services, infrastructure engineering and consulting as well as more than 10,000 individuals. The IWA network is structured to promote multi-level collaboration among its diverse membership groups, and to share the benefit of knowledge on water science, technology and management worldwide. Each year IWA organises and sponsors over 40 specialised conferences and seminars on a wide variety of topics in water management in locations worldwide. IWA publishes 12 scientific journals and 40+ books per year on water management. IWA develops leading edge innovations and synthesises these through the work of the 52 IWA Specialist Groups and a set of global programmes focused on for example Cities of the Future, Water & Sanitation Services and Basins of the Future. IWA has a worldwide staff of approximately 40, with headquarters in London and offices in The Hague, Beijing, Nanjing and Nairobi.

About IWA Internships

IWA provides opportunities for young professionals to gain practical experience through providing internship and trainee positions. Interns are normally completing or have recently completed a relevant graduate course, who intends to study further or pursue a career within a field related to IWA's activities. At the end of the internship, the IWA intern is expected to deliver a final report or presentation to the overall IWA staff on the work experience.

At the end of the period the communications & marketing intern will be acquainted with the IWA work at the international marketing and communications department, how it reaches its audience and membership, and will be familiar with the international water sector and its main topics.

The IWA communications & marketing internship focuses on content creation, social and digital media, audio-visual media production, media relations, marketing tools development.

The intern will benefit from a 12 months free IWA membership.

RESPONSIBILITIES

Under the general guidance of IWA communications & marketing team, the intern will undertake activities among the following areas:

- Desk research on water-related issues related to IWA's activities
- Support the preparation in the IWA participation of international activities, conferences and meetings (e.g. communication and outreach support for the IWA Congress)
- Support the preparation and production of content, communications and awareness raising material (electronic and print)
- Contribute to the development of dynamic and engaging multi-channel content packages
- Support media relations (e.g. media lists and media analysis reports)
- Support the development of social media content
- Maintain the visual assets library
- Support the development of communication materials (e.g. newsletters, PRs, media briefs, infographics)
- Support the development of video content
- Update the IWA website
- Other tasks as assigned

The above description contains the main developments goals for this internship. The IWA communications & marketing team will be responsible for coaching and outlining a working plan in conjunction with the intern to deliver on specific goals and interest relevant to the intern and the IWA.

All IWA internships are non-paid. IWA offers a stipend of EUR 400 per month, to contribute towards the costs of housing, transportation, and food over the course of the internship. The allowance does not cover all the [costs of living in The Hague](#). Therefore to further support living expenses, we encourage the international candidates to seek additional funds.

COMPETENCIES / REQUIREMENTS

Education

To qualify for an internship with the IWA Internship Programme, the following requirements must be met:

- Have an academic background or be enrolled in an academic programme on communications, marketing, political communication, international relations, water related issues; or
- Be enrolled in a graduate school programme (university degree or equivalent, or higher); or
- Be enrolled in the final academic year of a first university degree programme (minimum Bachelor's level or equivalent); or
- Have graduated with a university degree (as defined above) and, if selected, must commence the internship within a one year period of graduation.

Work Experience

Applicants are not required to have professional work experience for participation in the internship programme. Though experience and/or interest in the areas related to the communications, media,

social media management, audiovisual media management, political communication, international water sector, international relations, and development cooperation.

Essential demonstrated interests and/or experience:

- Interest in / experience with (international) media relations and internal communications
- Interest in / experience with production of written and audio-visual communications
- Interest in / experience with development of marketing content
- Good understanding of social media and digital interactive networking platforms
- Good understanding or willing to learn video editing
- Interest in / demonstrated design skills
- Good interpersonal skills, appreciation of multi-cultural environment and the ability to gain understanding and cooperation across all areas of the organisation and its members and participants.

Languages

English is the working languages of IWA Global Operations Office. Fluency in English (both oral and written) is required for the Internship Programme. Knowledge of another is an asset (e.g. Arabic, Chinese, French, Japanese, Russian, Spanish).

Other requirements

In case of non-EU-citizenship, a visa permit and health insurance for the duration of the internship is a requirement.

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HOW TO APPLY

Candidates are asked to submit their CV in English and a supporting letter of motivation (compulsory). The letter may explain: (1) your motivation to apply in relation to your previous education/work experience, (2) motivation to apply in relation to your future aspirations/ preferred working field, (3) main benefits you expect to achieve during this internship, (4) main contributions you could make to IWA.

Please note that if you have a sponsor, grant or scholarship to support this internship, please inform us in the supporting letter of motivation.

IWA is an equal opportunity employer.

Applications should be submitted by e-mail to IWA Human Resources Management - Mrs. Thisais Goncalves: recruitment@iwahq.org.

Please connect with us on social media [@IWAHq](#) [#WorldWaterCongress](#)
and through www.iwa-connect.org.