



We protect
children from
sex tourism.

Job Description – COMMUNICATIONS INTERN Bangkok, Thailand

THE CODE

The Code (short for 'The Code of Conduct for the Protection of Children from Sexual Exploitation in Travel and Tourism') is an international NGO with the secretariat based in Bangkok, Thailand. We are an industry-driven corporate social responsibility initiative which aims to provide awareness, tools and support to tourism companies in order to combat the sexual exploitation of children in contexts related to travel and tourism.

The Code's member companies implement six criteria (The Code) into their everyday operations. These criteria have been formulated to help companies turn child protection principles into concrete actions that will help protect children from sexual exploitation. Founded in 1996 by ECPAT Sweden and supported by the Swiss Confederation, ECPAT International, UNICEF, and GIZ, The Code has hundreds of members around the world and is growing fast. Read more at www.thecode.org

JOB PURPOSE AND REPORTING STRUCTURE

The Communications Intern reports to the Communications and Campaigns Coordinator.

This role is focused on improving The Code's online engagement with our many stakeholders, including members, other tourism companies, NGOs, and the public. A particular focus of the role is on social media but work may also be required in copywriting, website content management, public relations, and design of promotional materials.

Working alongside Communications and Campaigns Coordinator, the Communications Intern will help develop and deliver The Code's communications strategy by helping to:

1. Develop The Code's communications strategy and calendar
2. Manage The Code's social media calendar
3. Create and post compelling content on The Code's social media channels (including Facebook, Twitter, LinkedIn, Google+, and other platforms as required) that meets agreed style and objectives
4. Grow social media audience across all channels
5. Write news articles and other content for The Code's website
6. Design and create promotional materials and advertising
7. Assist in the creation of organisation-wide branding guidelines
8. Assist in the roll-out of the Child Safe Tourism campaign across members in Thailand and beyond

QUALIFICATIONS & EXPERIENCE

Essential

- Bachelors degree in marketing, communications, public relations, design, or related discipline
- Fluent in English
- Excellent written and good oral communication skills

- Strong attention to detail
- Ability to work to deadline and manage multiple projects
- Computer literate
- Sound understanding of social media culture, tools, and communications strategy
- Creative

Preferred

- Experience with communications or copywriting, especially in non-profit or tourism environment
- Experience using social media for social good
- Experience designing effective marketing materials
- Competence with design software such as Photoshop and InDesign
- Fluency in second language (especially Spanish or Thai)

Attitude

- Self-motivated with a can-do attitude
- Commitment to the principles and work of The Code
- Able to work both independently and within a team environment
- Demonstrated high level interpersonal skills

WORKING CONDITIONS

- This is a full time position based in Bangkok, Thailand
- Minimum 6 month commitment is required
- This internship is unpaid. A modest monthly stipend will be offered to interns who are not sponsored by another organization or institution.
- The successful candidate must cover all costs associated with the internship, including travel, passport, visa, and living costs in Bangkok.
- Adherence to written child protection policy is required and police check will be completed for the successful applicant

START DATE

Ideally, the applicant will be available to start in June 2015

HOW TO APPLY

Please email your CV with a cover letter outlining motivation and relevant experience to olivia@thecode.org with 'Communications Intern' in the subject line.

Applications close 05 May 2015.