

WACC EUROPE – CCME REFUGEES REPORTING MEDIA MONITORING INTERN - JOB DESCRIPTION

Summary:

A short-term internship is available to assist a project addressing communication rights and refugees in Europe, specifically through a media monitoring exercise being conducted in at least 7 countries. The location of the internship is flexible – the person can work remotely or be based in Brussels. The position should have a duration of at least two months and should start no later than mid-June 2017

GENERAL INFORMATION

Refugees Reporting is a project by CCME (Churches' Commission for Migrants in Europe) and WACC Europe (World Association for Christian Communication) aimed at raising the visibility of refugee voices and networks.

The one year project has three main areas:

- media monitoring, which will assess the representation of refugees by national media of selected European countries with a particular focus on how much space refugees are given in the news. The methodology is adapted from the highly respected GMMP (www.whomakesthenews.org);
- a survey of refugee-led groups, to assess the current communication practices and engagement with the media, collect good and bad practices, and suggestions on how to improve engagement and a proper representation;
- engagement with media professionals, to understand what type of guidelines exist and to draft a good practice guide on how to engage with refugees in the media and how to make sure that refugee voices are adequately represented and listened to.

For more information about the project, you can refer to: <http://www.refugeesreporting.eu/>

JOB TITLE

Media Monitoring Intern

REPORTS TO

Torsten Moritz, Churches Commission for Migrants in Europe

KEY RESPONSIBILITIES

The Media Monitoring Intern will assist the project in the collection and analysis of the media monitoring data, assist in developing analytical Excel spreadsheets and input national data into them and assist in preparing reports with the analysis of the data.

Participation in other project-related activities, upon agreement with her/his supervisor and the research and communications consultant, can include interviewing refugee groups, establishing contact with media professionals, drafting blog articles and contributing with suggestions and own expertise to the success of the project. Further activities include the participation in advocacy and networking with the Churches' Commission for Migrants in Europe and the assistance in the conduction of other activities as necessary.

PERSON SPECIFICATION

Education, skills and experience:

- Current studies at university or university degree
- Strong analytical and logical skills
- Strong Excel skills
- Fluent written and spoken English
- Knowledge of other EU languages is an advantage
- Prior working experience in a NGO environment is an advantage
- Previous experience in working remotely is an advantage

Abilities:

- Ability to work on own initiative and assume responsibility for tasks allocated
- Ability to work independently and produce excellent results
- Ability to multi-task and prioritise between competing tasks
- Good communication and interpersonal skills
- Ability to meet short deadlines and work under pressure
- Interest in and commitment to the aims of the project
- Enthusiastic individual with good sense of humour

CONDITIONS

The Media Monitoring Intern can work remotely from a location of her/his own choice, or can be based in Brussels at the offices of the Churches' Commission for Migrants in Europe (CCME). It is preferred that a sponsoring arrangement with a university or other institution exists, to cover costs of living for the Assistant. The project partners are unfortunately unable to cover relocation and living expenses.

The position should have a duration of at least two months and should start no later than mid-June 2017.

TO APPLY

If you are interested in applying for this position, please send an updated version of your curriculum vitae and a short cover letter (no more than one page) in one .pdf document to Torsten Moritz at torsten.moritz@ccme.be

Applications will be reviewed on a rolling basis until a suitable candidate is found. Early applications are encouraged.