



Communications Internship

ABOUT SWHR

As recently as the 1990s, women were routinely excluded from medical research and there was a profound lack of awareness that health conditions and treatments affect women and men differently. The Society for Women's Health Research (SWHR) led the way to making women's health a national priority, forever changing how medical research is conducted.

SWHR is a nearly 30-year-old education and advocacy nonprofit based in Washington, D.C. A highly respected thought leader in promoting research on biological differences in disease, SWHR is dedicated to eliminating imbalances in care for women through science, policy, and education.

POSITION SUMMARY

The communications intern will assist with development and execution of communications plans and products related to the SWHR's scientific and policy programs and events. Types of communications materials produced may include social media messaging, factsheets, blog posts, material for event programs, and website content. Duties may also include assisting in coordinating materials and logistics for events, and other tasks as assigned.

INTERNSHIP DETAILS

- School credit or paid position
- Length of commitment: 3-6 months, with possibility to extend
- Weekly time commitment: Approximately 15-20 hours; at least 2 days per week in SWHR office

ESSENTIAL RESPONSIBILITIES

- Research and create communications products such as blog posts, factsheets, etc.
- Review, update, and create content for SWHR's website
- Develop messaging for SWHR social media channels, including Twitter, Facebook, and LinkedIn
- Monitor traditional media and social media for relevant news about SWHR and its priorities
- Assist in development of email blasts about SWHR events and news
- Work with other SWHR staff to ensure unified communications on behalf of the organization
- Attend SWHR events and partner events as needed, such as meetings, roundtables and Capitol Hill briefings
- Complete other communications and administrative activities as assigned
- Represent SWHR's mission to improve upon the lack of women's health research through supporting advancements in public policy, health care interventions, and gaps in research

QUALIFICATIONS

- Graduate or undergraduate student (who has completed their sophomore year) working toward a degree in communications, public relations, or other relevant subject
- Excellent oral and written communication skills
- Experience with social media platforms and management
- Highly organized with ability to multitask
- Familiarity with WordPress website platform is a plus
- Knowledge of design software such as the Adobe Creative Suite (Photoshop, InDesign) preferred

To Apply: Please submit a cover letter indicating your interest in SWHR, resume, and two writing samples to communications@swhr.org.