

**POST:** Communications and Fundraising Internship

**RESPONSIBLE TO:** Project Leader

**SALARY:** Voluntary internship

**LENGTH OF INTERNSHIP:** Flexible depending on individual circumstance, minimum of three months. In the case where a university course may require a shorter internship this could also be discussed.

**LOCATION:** Virtual with the option of coming to the office in Brussels depending on restrictions and the intern's location.

**WORKING PATTERN:** 1 or 2 days a week.

**CONTEXT:** The Oasis Welkom Project works to support migrant women who are victims of domestic abuse, gender-based violence and exploitation. The project visits erotic massage parlours to inform the women about their rights and life in Belgium. The women come from all around the world but a high percentage of the service users are from Thailand. The Oasis Welkom project runs a helpline where women can phone for support and advice. We give practical and emotional support to these women. We support the women to connect with the OCMW, CAW, lawyers and report violence they have experienced to the police. We also work in partnership with several embassies and other local organisations that support victims of abuse. We have recently been recognised by the Minister of Justice for the service that we provide to society.

Due to the current COVID-19 restrictions, much of the support we are giving women is over the phone or through video call. We are only holding face-to-face visits when there is an emergency and it is not possible to give the support over the phone. During these visits social distancing is maintained and masks must be worn. This year we have worked alongside the embassies to provide correct information about the government guidance around COVID-19 to our service users. We will return to conducting regular face-to-face visits when it is safe to do so.

### ***JOB DESCRIPTION & RESPONSIBILITIES***

***You will:***

- Help develop our communications strategy. This will involve writing campaign strategies for Instagram, Facebook and our quarterly stakeholder newsletter. You may also build our presence on new platforms including Twitter, LinkedIn and our new digital newsletter.
- Collate photos, videos and updates from our ground team to write social media posts and engaging digital content that keep our community updated on our activities.
- Help develop and write our fundraising strategy as we transition to long-term, sustainable revenue streams. This is an opportunity to identify potential new income sources, and create and support fundraising events and appeals. We welcome innovative ideas as we build this strategy.
- Search for relevant grant opportunities and assist our team in writing the funding applications.

- Have the opportunity to help us develop a corporate sponsorship program. This includes researching potential business partners, helping develop and promote training services and assist us to reach out and establish relationships with stakeholders.

### ***SPECIFIC QUALIFICATIONS***

This internship is ideal for a student or a graduate who is passionate about women's rights and fighting against social injustice. The internship could contribute to your studies for a degree or diploma in: marketing, public relations, social science, social work, counselling, psychology, or another relevant field.

Relevant prior experience is preferable but not required.

### ***LANGUAGES:***

Fluent in English.

Other languages, including French, Dutch and Thai, are a plus.

### ***PROFESSIONAL EXPERIENCE & DESIRED SKILLS***

- Experience in developing engaging communications and social media content. This may have been on your personal platform, for your studies, for another charity or in a professional context;
- Excellent written communication skills in English. Fluent writing in French or Dutch is an advantage;
- Proactive and self-driven approach to work;
- Creative and innovative thinking;
- Ability to empathise with team members, partners and other stakeholders;
- Passionate about community development and grassroots empowerment of women;
- Able to represent the organisation positively through personal behaviour and conduct;

If you are interested in applying for an internship please send your CV and a cover letter to Emma Gooding at: [emma.gooding@oasisbe.org](mailto:emma.gooding@oasisbe.org)