

Community engagement intern

Start asap or latest February 2022 (32 hrs) for 4-6 months

Are you an innovative and creative connector who gets enthusiastic about social design and has an interest in international development? Are you good at organising both online and offline events and engaging with different target groups? Are you excited to use your skills, experience and energy to contribute to our positive chain of events? Then this is the opportunity for you!

Job description

We are looking for a community engagement intern, who is an all-round connector and who, in addition to communication skills, has good organisational and planning skills. You love to work in a dynamic, project-oriented work environment. You are able to join in a creative process and you are willing to perform preparatory work. You are willing to take on all facets of the community building yourself. You are proactive and hands on. You know how to manage professional relationships and have an interest in thinking about impact that is both short term and long term. You are familiar with the international development sector, keen on working agile and eager to take on any challenge!

All of our programs are co-created with our local partners using a Design Thinking approach and based on a number of learning theories which increase effectiveness and impact. You will be part of our team and will work closely together with all team members.

These tasks will be part of your main activities:

- Design and improve the user experience of our Butterfly Community. This includes interactivity strategies, platform accessibility and services provision.
- Customise and evaluate innovative content and opportunities for the members, based on data and research analysis.
- Support the team in finding new and best ways of engaging with our network within our internal and external projects.
- Continuously test prototypes of a community that serves multiple different stakeholders.
- Support in the development of our CRM and network mapping system. Monitor member/network activity and recommend/pursue community improvements.
- Building and maintaining relationships with potential and existing community members.
- Co-organise our on and offline inspiration events on its preparations and execution.

Profile

We are looking for an enthusiastic colleague who is used to working independently and taking responsibility for his/her/their work. You feel at home in a dynamic international working environment. You are thorough and accurate, with a good sense of priorities. You have a hands-on work style; you are able to apply theory to practice easily.

Qualifications and knowledge:

- You are studying (last year) or have studied at a bachelor's level in a communication, management, user experience or international development related study;
- You are familiar with the different aspects of relationship management;
- You are familiar with the Design Thinking method;
- Experience in design programmes like Adobe CC or web design skills is a big advantage;
- You are a good (intercultural) communicator and efficient at planning your work;
- You are a practical, hands-on person and like to be organised and get things done;
- You are independent and a creative thinker;
- You are comfortable in hosting and moderating online and offline events;
- You have professional proficiency of English, both spoken and written (Dutch and/or French is a plus) and;
- You hold a (work) permit to work in NL.

Who are we?

Butterfly Works is a social design studio working in international development. We're here to create a world in which people have a say in the future they want. With a co-creation and design thinking approach, and building on more than 20 years of experience, we create education and communication solutions with social impact. We act as an innovation, research, technical and scale-up partner. By co-creating with stakeholders, every solution is based on shared values and people's needs. This means that all of our work is tailor-made; never copy-pasted, always human-centred.

Have a look at the [services](#) we offer, [example projects](#) and meet our committed [team](#).

What do we offer?

We offer an interesting and challenging 4-6 months internship position in an international work field. An internship fee of € 255 per month is available. The work hours amount to 32 hours a week.

And, we offer:

- An inspiring work space both online from your home and offline at the vibrant NDSM wharf in Amsterdam (at a safe distance).
- An opportunity to be part of a diverse and experienced team consisting of 14 people.
- Great remote tools to use in our online work environment.

How do we work?

We strongly believe in the talents of an individual and in the strengths of an effective team. We have no bosses or managers; everyone is responsible and accountable for their roles. This will give you the freedom to do what you are best at and to make your own choices in line with the purpose of the organisation. We stand for openness and transparency, and adopted Holacracy to support our teamwork.

How to apply

If you are interested, please send your motivation letter and CV in English by November 22 to Hanja Holm via jobs@butterflyworks.org. For more information, also use this email address.

We will select and approach short listed candidates by November 25. Interviews will be held between Nov 25th and Nov 30th. Ideally you can start in January. We could appoint a suitable candidate before the closing date or decide to leave the vacancy open longer in case there isn't a match.

Please note: only shortlisted candidates will be contacted.

For more info about our organisation, please visit: www.butterflyworks.org