

SOCIAL MEDIA INTERN/VOLUNTTTER

Terms of Reference

ESSENTIAL FUNCTIONS

Coral Triangle Center (CTC) is a non-profit organization with a mission to inspire and train generations to care for coastal and marine ecosystems. CTC has opened the opportunity for an internship/volunteer position to assist its Communications Team.

The volunteer will be mainly responsible for

- Assist CTC communication activities specifically in managing social media accounts
- Support the implementation of CTC's social media strategy for CTC accounts such as Tiktok, Instagram (Saving Oceans Now and Escape Rooms) to increase visibility, followers, reach and conversion rate amongst followers.
- Work under the supervision of CTC's Regional Communications Coordinator
- Coordinate with CTC Communications team to ensure that tasks are completed in an efficient and timely manner.

QUALIFICATIONS

- Experience in social media management in Indonesia and internationally
- Knowledge and skills in multimedia design and video editing software
- Knowledge of marine conservation and/or sustainable fisheries issues is a plus
- Proven ability to work in a multicultural environment
- Able to meet deadlines and deliver assigned tasks in a timely manner
- Demonstrate good Bahasa Indonesia and English language skills.

WORKING PERIOD

The intern/volunteer shall begin the assignment on February 1, 2024 with a minimum one-month commitment period.

REMUNERATION

This is an unpaid position. The intern/volunteer will be given a certificate of completion and a letter of recommendation at the end of the program. CTC provides free lunch during working days in our Bali office.

Note: Interns refer to students who are enrolled in a graduate/undergraduate program while volunteers refer to those who are not currently enrolled.

APPLICATION

Please send CV and cover letter to info@coraltrianglecenter.org

CLOSING DATE

Applications will be reviewed and accepted on a rolling basis.