



**Title: Web Editor**

**Organization:** Equitas - International Centre for Human Rights Education

**Location:** Montreal

**When:** Winter Session 2015

**Position Type:** Unpaid Internship. \$ 1,000 Bursary

**Duration:** Two days a week, for 12 weeks

**Deadline for receipt of applications:** December 5, 2014

**Job Summary**

Equitas - International Centre for Human Rights Education is looking for a web editor intern for the creation and publication of articles related to human rights. Under the supervision of the Communications Manager, this person's main tasks will be to conduct interviews, write articles and contribute to the management of social networking and to the organization's website.

**Main responsibilities**

- Write articles on topics related to human rights and publish them on Equitas' website and social media;
- Conduct interviews in person, by phone or Skype with human rights educators and advocates, in English or French, and write articles based on these interviews;
- Write articles based on discussions in social networks and on the Equitas Community (a network of over 3,500 defenders and human rights educators from around the world);
- Conduct research on the Internet or elsewhere to find and verify information for publication;
- Respond to comments made in social media related to publications and engage members of Equitas' communities in discussion groups.

**Knowledge and skills**

- Be enrolled in an undergraduate or graduate program in journalism, communications, political science, international relations or other related field;
- Excellent command of written French or English (or both);
- Ability to speak both official languages;
- Great interest in international news and issues related to human rights in Canada and around the world;
- Rigor in information processing and compliance with journalistic standards and practices;
- Be able to work fast and manage several writing projects simultaneously;
- Be able to have a flexible schedule, given that the interviewees are often located in other countries, in different time zones;
- Knowledge of web site management, tools and social networks.

## **Terms**

- This is an unpaid internship.
- A bursary of \$ 1000 will be given to the intern in two equal instalments. An initial amount of \$ 500 will be paid at the beginning of the internship. A second instalment will be paid at the end of the internship, if it is completed to the satisfaction of Equitas' Communications Manager.
- The intern will work primarily at Equitas' office in Montreal, with the possibility of teleworking occasionally.

## **About Equitas**

Equitas is a non-profit organization that contributes to the advancement of equality, social justice and respect for human dignity, in Canada and around the world. It was founded in Montreal in 1967 by a group of academics and social activists such as John P. Humphrey, co-author of the Universal Declaration of Human Rights and Thérèse Casgrain, campaigner for women's rights. For nearly half a century, Equitas has been working for the advancement of equality, social justice and respect for human dignity in Canada and around the world. Through transformative human rights education programs, Equitas provides individuals the necessary tools to shape attitudes and positive behaviours, thus contributing to lasting social change. Its human rights education programs have measurable impacts and its methodology is recognized around the world for its quality and innovation. Equitas has trained more than 5,000 educators and human rights defenders in more than 100 countries. For more information, visit our web site at [www.equitas.org](http://www.equitas.org).

## **How to Apply**

Please send an application including a CV, a transcript, a letter of motivation and some examples of written publications or works that you deem relevant. Send it by email or post to the attention of:

Ms. Pego Brennan

Equitas - International Centre for Human Rights Education

666 Sherbrooke West, Suite 1100

Montreal, Quebec

H3A 1E7

Email: [pbrennan@equitas.org](mailto:pbrennan@equitas.org)

Equitas thanks all candidates and applicants for their interest; however, only those selected for an interview will be contacted.