



SPRING AND SUMMER 2020 COMMUNICATIONS INTERNSHIP OPPORTUNITIES

The Center for Open Data Enterprise (CODE) is seeking interns to support our team's communications work during the Spring and Summer of 2020.

Internship Program Activities:

- Helping implement CODE's communications strategy which may include updating CODE's website, researching new and existing audiences, developing and launching new communications products (like newsletters, blogs, etc.), conceptualizing and implementing communications campaigns, and more.
- Developing content for CODE's website, social media accounts, blogs, and other channels to increase the organization's online audience.
- Assisting with development or updating of CODE's online resources (e.g. the [Open Data Impact Map](#)) as appropriate.

Who We Are: CODE is a 501(c)(3) independent nonprofit organization based in Washington, D.C. whose mission is to maximize the value of open government data for the public good. We believe that open government data is a powerful tool for economic growth, social benefit, and scientific research. This global resource must be developed and managed in ways that meet the needs of the people and organizations that use it. To learn more, please visit our website: <http://www.OpenDataEnterprise.org/>. CODE is an equal opportunity employer

Desired Skills & Experience:

- Strong verbal and written communication skills
- Experience writing for social media (Twitter, LinkedIn) and the Web
- Some technical expertise in areas like graphic design and editing (e.g. InDesign, Photoshop), data analysis and data visualization, and web development. Experience with Webflow is a plus
- Excellent organization and time management skills
- Interest in open government data in the U.S. and internationally is a plus

Preferred Working Style:

- Interest in working with a small and highly collaborative team
- Ability to work independently and take initiative
- Interest in learning new skills and working on a range of projects

Internship Dates and Stipend: Opportunities are available from March 15 through September 15, 2020 (flexible, with the possibility for extension). CODE is able to offer a stipend of \$1500/month for full-time work during this period, or a proportional amount for part-time work.

Schedule: Part-time or full-time position, based at CODE's office in Washington, D.C. at the OpenGov Hub (1110 Vermont Avenue NW, Suite 500, Washington, D.C. 20005)

How to Apply:

Interested candidates should email Joel Gurin (contact@odenterprise.org) with "Communications Intern + Last Name" in the subject line and a cover letter, 1 page CV, and 2 brief writing samples. Applications will be reviewed on a rolling basis.