Communications Research Intern, Institute for Security and Technology

The Communications Research Intern plays a vital role in the strategy and dissemination of IST external communications, events planning, and project-related research. IST is seeking a passionate, innovative doer and thinker who is interested in gaining professional, hands-on experience with external events planning, communications strategy, and social media engagement for a security and technology-focused organization.

The internship is part-time and is looking for someone to devote 8-15 hours a week under the supervision of the Communications Manager. Hours are open to negotiation pending experience. The position will start at the beginning of March until June with the possibility of extension. This position has the potential for a small stipend depending on the applicant's prior experience. Scheduling is flexible and can be discussed with the team.

This is a competitive position with IST that will be filled quickly, please submit applications no later than February 18, 2021.

Requirements:

- Experience with social media platforms including Facebook, Twitter, LinkedIn, Reddit, Twitch, YouTube, Discord, etc.
- Experience finding, organizing, and reporting on project-related news and reports; pre-event speaker research and preparing event-related briefs for the team.
- Strong organizational skills: ability to prioritize, multitask, solve problems creatively, and work under tight deadlines.
- Self-starter with the ability to work independently as well as with a small team.
- Experience with online event logistics including Zoom setup, coordinating meetings, calendar invites, and follow up with speakers.

Preferred

- General interest and understanding of emerging technology trends including but not limited to cybersecurity, ML/AI techniques, democracy, human rights and security, digital vulnerabilities, international cyber norms/debates, and nation-state strategic competition.
- Interest in national security and foreign affairs
- Interest in combining communications and research skills for a multidisciplinary approach

How To Submit An Application

Please submit your application to info@securityandtechnology.org and include your name and the position title in the subject line with the following:

- Resume/CV listing your work experience/volunteer experience and education.
- Maximum 1-page cover letter on why this position is of interest to you.
- One draft example of Twitter, LinkedIn, and Facebook posts to promote this IST content example using the content from the blog provided. You can provide this in a word/PDF document.
  https://securityandtechnology.org/blog/the-implications-of-post-covid-tech-trends-on-national-security

The Institute for Security and Technology designs and advances solutions to the world's toughest emerging security threats. It is a nonpartisan, nonprofit network based in the San Francisco Bay Area dedicated to solving critical international security challenges through better technology and policy. For more information, visit www.securityandtechnology.org