



Position: Intern- Marketing and Communications
Department: Human Trafficking Unit- Denver Anti-Trafficking Alliance

Description

The Denver District Attorney Office's Human Trafficking Unit is seeking a Marketing and Communications Intern for the Denver Anti-Trafficking Alliance (DATA). DATA is a human trafficking task force operated under the Denver District Attorney Office Special Programs. DATA consists of more than 60 Denver serving partnering organizations working to address human trafficking. The mission of the Denver Anti-Trafficking Alliance (DATA) is to further develop a victim-centered, multidisciplinary, multi-sector response to human trafficking in Denver through collaboration; trauma-informed services and organizations; collaborative investigations and prosecution; education and awareness; and public policy and advocacy.

Intern Required Qualifications:

- Must commit to 8-10 hours a week;
- Must commit to a minimum of six months;
- Excellent oral and written communication skills;
- Strong computer skills
- Basic knowledge of marketing and communication principles and practices
- Strong attention to detail and organization

Intern Preferred Qualifications:

- An interest or background in human services and human trafficking;
- Knowledge of internet and social media strategy with a demonstrated track record;
- Familiarity and skill with the tools of the trade in marketing including public relations, written and visual communication, graphic design, market research, digital media and creative services;
- Ability to multi-task and produce high-quality work by projected deadlines
- A self-starter with the ability to take something and run with it

Responsibilities:

Marketing and Communications responsibilities to include but not limited to;

- Assist and collaborate on marketing, communications and public relations efforts
- Create and edit a variety of digital and print materials including newsletters, reports, brochures, flyers, email communications, etc.
- Develop marketing and public awareness materials and assist in the development of a marketing and communication plan
- Maintain content and make improvements to the DATA website
- Contribute to other administrative tasks and projects as needed