



The NCD Alliance
Putting non-communicable diseases
on the global agenda

The NCD Alliance Communications Intern

Location: Geneva, Switzerland
Duration: 6 months

Description

The NCD Alliance (NCDA) is offering an internship opportunity to support the Communications Manager in our Geneva offices. This is an exciting opportunity to work in a respected civil society alliance on a priority global health issue.

The role is designed to provide additional support to the implementation of NCDA's communications strategy. The intern will play an integral part of the growing communication efforts by taking on important responsibilities to enhance NCDA's external communications operation.

The intern will receive a stipend.

Background

Founded in 2009 and led by seven international NGO federations – Alzheimer's Disease International, the Framework Convention Alliance, the International Diabetes Federation, the International Union Against Tuberculosis and Lung Disease, Management Sciences for Health, the Union for International Cancer Control, and the World Heart Federation – the NCD Alliance is a unique civil society network working towards a world free from preventable suffering, disability and death caused by non-communicable diseases (NCDs).

With a strong global network of more than 2,000 organisations in 170 countries; strategic relations with the World Health Organization, UN, and governments; and staff in Geneva, London and New York, the NCD Alliance is at the forefront of elevating NCDs onto the global health and development agenda. Our network includes global and national NGOs, scientific and professional associations, academic and research institutions, private sector entities and dedicated individuals.

The NCD Alliance's activities aim to influence policy, raise global awareness of NCDs, broker knowledge and good practice in NCD policy and practice, and support capacity building of NCD civil society organisations and alliances. Our achievements include supporting the adoption of landmark political commitments on NCDs – including the 2011 UN Political Declaration on NCDs, and the global 2025 NCD targets.

More information about the NCD Alliance can be found at www.ncdalliance.org

Main Duties and Responsibilities

- Support the implementation of NCDA's communications strategy

- Assist with the development of the revamped NCD Alliance website
- Contribute to enhance NCDA's social networks and e-mail marketing efforts
- Contribute to the production of NCDA publications
- Support the drafting of articles and web stories for NCDA websites, e-alerts, and social media platforms
- Support the researching and drafting of speeches and presentations for NCDA leadership.

Minimum Requirements for the Internship are:

- EU nationality and the right to live and work in Switzerland without a work permit
- Bachelor's Degree in Communications, Journalism, Marketing or equivalent
- Excellent proficiency in English (spoken and written). Knowledge of a second language is a strong asset
- Excellent team working skills and ability to work effectively in a multicultural setting
- Keen interest in NCDs and global health, and the work of the NCD Alliance.

Desired Skills Include:

- Excellent communication, writing and editing skills
- A passion for storytelling
- Digital communications acumen (e.g., social media and online communications knowledge)
- Excellent analysis skills
- Familiarity with professional editing software
- Attention and sensitivity to detail
- Strong organizational skills
- Able to work independently under tight deadlines and achieve results
- Ability to quickly form relationships and build trust among coworkers.

How to apply

Interested applicants should submit a CV and motivational letter by email to jmarquez@ncdalliance.org marked 'Communications Intern' by 2 March. Shortlisted candidates will be contacted within one week of the closing date.