



● **Communications Internship – Belgium** **3 – 4 months contract at the head office in Brussels (50%)**

🔔 **Communications Internship**

Location: Brussels, Belgium (In-person)

Duration: 3 – 4 months (Start Date: 1 September 2025, End Date: 23 December 2025 – adjustable)

Compensation: Reimbursement of travel expenses to the KIYO office.

Hours: Part-time (part-time or 4/5 depending on profile): Required office days are Monday's and Wednesday's. Remote work is possible the other days of the week.

🌍 **About Us**

We are a dynamic recognised Belgian NGO, committed to empowering youth through impactful programmes, advocacy, and community engagement. Our work helps young people unlock their potential and become active changemakers in their communities.

We have been strengthening youth aged 12 to 25 in Belgium, Burundi, DR Congo, Brazil and the Philippines for over 20 years. Together with our partners, we empower youth as active agents of change because we believe that talent is universal, but opportunities are not. We have already empowered more than 50,000 children and youth worldwide to contribute to a just and sustainable society.

🎯 **About the Role**

We're looking for a motivated and creative Communications Intern to join our team for a 3-4 month period. You will work closely with the Communications Manager to support our outreach efforts and contribute to our end-of-year digital fundraising campaign, as well as day-to-day communication tasks.

This is a great opportunity for someone interested in gaining hands-on experience in nonprofit communications, digital campaigning, and storytelling.

✂ Key Responsibilities

Assist in planning and executing our end-of-year digital fundraising campaign, including content creation and social media coordination.

Help draft and edit website posts, social media content, newsletters etc.

Support the creation of visuals (graphics, photos, videos) in collaboration with the Communication Manager or using simple design tools (e.g., Canva) and/or the Adobe suite.

Conduct research to support communication strategies and audience engagement.

Monitor and analyse performance and audience engagement metrics.

Help maintain and update our website and social media channels.

Opportunity to participate in the Belgian team meetings to get a sense of the organisation's inner workings as well as brainstorming sessions with the Communication Manager.

💡 What We're Looking For

Interest in youth empowerment, social impact, and nonprofit work.

Strong writing and communication skills : English is required for external communications work, French and/or Dutch is a plus for internal communications.

Experience with or interest in social media platforms (Instagram, Facebook, LinkedIn, etc.).

Organized, detail-oriented, and a team player.

Basic knowledge of design tools like Canva, Adobe Suite, or video editing is a plus, as well as video filming skills (smartphone and/or DSLR camera).

Enthusiasm and a willingness to learn!

✅ What We Offer

A meaningful internship experience in a purpose-driven organization.

Mentorship and support from the Communications Manager.

Flexibility in schedule and working location. Office days are Monday's and Wednesday's. Remote work is possible on the other days of the week,

Opportunity to contribute to a real-world digital campaign and see your work make an impact.

A friendly, inclusive, and international team environment.

🌱 Interested?

Don't hesitate! Send your motivation letter with CV to Anoushka Vandepitte at

anoushka.vandepitte@kiyo-ngo.be

Please include the following reference in the subject of your mail: KIYO_ Communications Internship

Deadline: 17 August

The selection procedure consists of screening CVs, checking references, and an interview with the selection committee.

KIYO values the diversity of its employees by guaranteeing equal opportunities, treatment and access to selection for all its candidates. Our organisation fosters a work environment where individual differences are recognised, valued and respected, so that everyone can develop their full potential. If you have a disability or illness, please do not hesitate to contact us. KIYO will make every effort to offer you reasonable accommodation to enable you to access the recruitment process and the role

