

# IXC Global Internship Program



## Location

Mombasa, Kenya

## About IXC

ImaniXchange (IXC) is a women empowerment program with a main objective to provide job opportunities to single, widowed, and disadvantaged women. Our hope is that through the program and training opportunities, we are helping families develop a better future and defeat poverty.

*IXC is changing lives. One product at a time.*

## Qualifications

An IXC intern would need to be organized, meticulous, and have excellent time management. They need to be outgoing, open to new cultures and customs, as well as willing to learn in every circumstance they are put in. An intern should always be aware of the country's specific cultural norms and take the time to develop knowledge on the location they will be serving in.

## Internship Details

Internships generally begin in September, January, or June and are 3-5 months in length depending on the season

Internships are unpaid and full time (40hrs/wk)

Things to expect: You will be living in a house (not a hut...), you will have running water, electricity and there are plenty of options for eating very normal food. (promise no bugs... unless you want to) Internet will also be available at your house. Our international staff will be there to help you and encourage you during the assimilation process. By applying to work abroad you are agreeing to be extremely flexible and embrace the challenges that are sure to come – and have the best internship experience of your life.

College Credit is available and recommended for the internship. This is not mandatory, but if you do want college credit we suggest you begin talking to a school advisor so you can take the appropriate steps to receive academic credit when working with IXC

## Positions Available

- Videographer/Media Intern
- Social Media/Communications Intern
- Production Assistant Intern

## Responsibilities

### Videographer/Media:

- Creating Videos/Pictures for campaigns
- Product Photography
- Social Media projects
- Photo Journalism documentation
- Photo/video editing, organizing, databasing

### Social Media/Communications:

- Writing campaigns (as needed)
- Writing drafts for blogs and facebook
- Maintaining Intern blog
- Researching blogs, websites and social media connections for IXC
- Taking photos to use on social media outlets (Facebook, blog, Insta)
- Reviewing analytics for facebook, Insta, and Twitter

### Production Assistant:

- Quality Control
  - Check all products for quality.
  - Clearly articulate changes to be made by the tailor to achieve quality
    - Training involved and will work with Country Director
  - Fulfill quality reporting requirements
- Production Operations
  - Assist International Director in scheduling, communication and management of production and output
  - Participate in the import/export processes of IXC
  - Learn what it takes to manage a business in a developing nation at US standards

## Costs

If you are applying for an internship abroad, you will be responsible for raising money for all travel costs, which include: travel to and from, passport, and visas. Along with these, an intern must cover the costs of shots, malaria medicine, and any remaining medical treatments before departure. (Imanixchange will arrange all travel) In addition, an intern will need to raise enough money to cover their living expenses while abroad, \$500/month (This varies and will be further discussed in detail on a later date)

## Funding

Individuals become concerned when reviewing the costs of an internship. Although money can be a fear, having the opportunity of raising funds for an internship will result in a humbling experience. When accepted as an intern, IXC will assist you in creating opportunities to raise funds.