



## DEVELOPMENT & COMMUNICATIONS INTERNSHIP

### *The International Centre for Missing & Exploited Children*

*Making the world safer for children by eradicating child abduction, sexual abuse and exploitation.*

Thank you for your interest in becoming an intern at the International Centre for Missing & Exploited Children (ICMEC). Interns contribute substantially to the work of ICMEC, and ICMEC's staff work closely with interns to make the experience as rewarding as possible.

ICMEC is a private, nonprofit organization, working to make the world safer for children by eradicating child abduction, sexual abuse, and exploitation through advocacy, training, and collaboration. We strive to:

- **Train** and provide assistance for law enforcement, legal professionals, NGOs, and governments;
- **Conduct research** and develop reports, model laws and frameworks, and best practice guides on child sexual exploitation and missing children;
- **Advocate** for changes in laws, treaties, and systems to protect children worldwide;
- **Lead** global coalitions – Financial Coalition Against Child Pornography, Global Health Coalition, and Global Missing Children's Network; and
- **Promote** the creation of national centers based on a public-private partnership model.

As the workload of ICMEC continues to grow and resources are stretched, the contributions of interns are extremely important. ICMEC interns who share the same belief in our goals help to make the success stories happen. The position will support the Director of Development and assist with the building and launching of a strong awareness social media campaign. The position will also assist with a wide variety of other work, including: fundraising, event planning, social media, marketing, communications, and public relations. ICMEC offers full- and part-time internships each academic semester. All students having completed at least two (2) years of undergraduate studies are eligible to apply. Successful applicants will be highly motivated students with excellent communications skills and a passion for public interest work.

#### *What are the requirements to intern at ICMEC?*

The nature of ICMEC's activities require that interns:

- Be available to work 8 to 12 weeks, at least 15 hours per week, during the Fall, Spring, or Summer semesters;
- Undergo initial and periodic background checks;
- Have completed at least two years of undergraduate studies

#### *How do I apply?*

An application form is available on our website. Please carefully complete the form and attach a Statement of Purpose, your current résumé, official or unofficial transcripts, and writing sample, and return them to us either by mail or fax.

Your interest in ICMEC is very much appreciated, and we look forward to helping you have a rewarding and fulfilling experience.

**Send to:**

Abbe Horswill  
Research Coordinator  
International Centre for Missing & Exploited Children  
1700 Diagonal Road, Suite 625  
Alexandria, VA 22314

**Fax to:**

+1.703.549.4504

**E-mail to:**

[ahorswill@icmec.org](mailto:ahorswill@icmec.org)

Applications must be received by the application deadline:

- August 1 for Fall semester;
- December 4 for Spring semester; or
- March 1 for Summer semester.