

Inform Women, Transform Lives | Internships

Overview

Information has the power to transform lives. The fundamental right of access to information is critical for both governments and the people they serve, particularly women. It provides for a more meaningful voice, enabling women to participate in public life, access public services, and make better decisions for themselves, their families, and their communities.

The Carter Center's Inform Women, Transform Lives campaign partners with 35 cities, as we raise awareness about women's right to information and supports cities to reach more women with information about beneficial municipal services. Examples of city services being promoted are safe spaces and hotlines for women facing sexual and gender-based violence, programs to support women's financial empowerment and the development of small businesses, waste management, and respite centers for women caregivers.

Interns assist with substantive research projects on topics related to advancing women's rights globally, track political developments and news, design and edit creative materials, attend online roundtables and trainings, and support efforts to capture the program's reach, such as through social media.

Number of Interns per Semester: 1

Key Responsibilities:

- Conduct research projects as needed by project staff.
- Draft memos, concept notes, proposals, etc.
- Track news, social media, and current events in partner cities; provide analysis and updates.
- Create and edit newsletters and creative materials.
- As possible, translate documents (most often Spanish, French, Portuguese).

Interns who excel in this role have strong writing, research, and analytical abilities. Qualities such as creativity, organization, and being detail-oriented are strongly encouraged and appreciated. Backgrounds in creative communications and developing promotional materials using design applications (e.g., Canva) are also beneficial.

Preferred Qualifications:

- Minimum GPA: 3.0
- Majors: All, with an emphasis for those with a background in political science, international affairs, human rights, communications, creative writing, or other related areas.



- Experience and interest working on women's rights.
- Foreign language skills (particularly French, Spanish, Portuguese, or Arabic).
- Experience in public outreach or creative communications.
- Strong writing, editing, research, and critical thinking skills.
- Social media and analytics experience (e.g., Instagram, Twitter, Facebook).
- Computer and graphic design skills (e.g., experience with Microsoft Word, Excel, Canva).
- Background in creative communications and developing promotional materials using design applications a plus.
- Qualities such as creativity, organization, and being detail-oriented are strongly encouraged and appreciated.