

## STUDENT VOLUNTEER SCOPE OF WORK

### PR ASSISTANT TO USAID WHAM PROJECT

**Assignment Title:** PR Assistant

**Location of Assignment:** Bosnia and Herzegovina

**Proposed Level of Effort (number of days):** 40

**Anticipated Start Date:** August 1<sup>st</sup>, 2018

**Anticipated End Date:** August 30<sup>th</sup>, 2020

**Background:** See @ [www.whambih.org](http://www.whambih.org)

**Objectives of the Assignment:** Assist in preparation of promotional materials

**Deliverables:**

- Prepare short news about WHAM Activity
- Take pictures and interview beneficiaries we work with
- Update LinkedIn and Facebook account
- Track news about the project from other media (press clipping)

**Qualifications:**

- Student of journalism or similar studies*
- Ability to work effectively in cross-cultural contexts;*
- Self-motivated, proactive, detail-oriented, reliable, professional team player, who is a strong people person and communicator, with good inter-personal skills;*
- Working proficiency in English (adequate reading/writing) and the ability to express one's self clearly and concisely;*
- Good computer skills in MS Office, and willingness to learn additional online tools;*
- Familiar with camera work.*

**Requested documents:** Alongside the most recent CV, the potential student volunteer should provide her/his motivation letter.

**Student Volunteer Support:**

*WHAM provides comprehensive support to student volunteers during the assignment. The successful candidate will be exposed to real world and ongoing activities for one of the major USAID projects,*

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[www.iesc.org](http://www.iesc.org), [www.whambih.org](http://www.whambih.org)