



This is a fantastic opportunity for an aspiring Digital and Communications professional to work at the heart of a fast growing and innovative Criminal Justice charity.

Job title:	Digital and communications intern
Term:	4 weeks (October–November)
Location:	Kings Cross, London
Hours:	09:00 – 17:30
Reports to:	Director of Innovation & Evidence

About Khulisa

[Khulisa](#) is an award-winning, highly effective national charity that specialises in preventing and reducing crime by addressing the root causes of a person's challenging behaviour. Having worked in the UK for 10 years, and in South Africa for over 25, we are experts in resolving conflict and reducing violence in some of the world's most volatile communities.

Our programmes empower at-risk youth, prisoners and ex-prisoners to develop their own alternatives to violence and crime, improve their futures and create stronger and safer communities. Our trained therapists deliver one-to-one and interactive group programmes in schools, prisons and community centres that use creative techniques to develop emotional literacy and resilience. We also provide mentoring and ongoing support for ex-prisoners upon release from prison. To date we have helped over 3,500 people to live healthy, crime-free lives.

In addition to working directly with young people, we have also provided training to over 2,000 parents, carers and professionals (such as teachers, social workers, prison officers, and police officers) and equip them with skills to resolve conflict more successfully. Our support helps professionals prevent violence and to create safer, more effective institutions.

About the role

Khulisa is looking for an outstanding **Digital and Communication Intern** to support an exciting new project to digitise Khulisa's trauma training for professionals. You will support the Project team to develop online learning materials using a variety of media, including video content and graphics. You will work closely with the project's content lead to convert complex written information into engaging digital content. You will combine strong digital skills and an eye for design with excellent interpersonal skills and a passion to support progressive social impact.

This is a fantastic opportunity for an aspiring Digital and Communications professional to support change in a forward-looking national charity. You will have an



opportunity to work within the Khulisa team on a specific project supporting our strategic direction. Your input will enable us to expand our trauma training service and reach more professionals working with at-risk youth, offenders and ex-offenders to create trauma-informed environments.

Job Description

User-centred design

- Understanding user needs, carrying out internal user research with Khulisa's trauma training facilitators and external research with trauma training participants to understand their needs for accessing learning online.
- Understanding best practice in online learning and blended learning models

Developing prototypes and testing

- Designing iteratively following agile design principles
- Designing prototypes to test with a small sample of users
- Recruit participants to user test prototypes
- Respond to findings from user testing and adapt design and content accordingly

Person Specification

Proven ability/Passion

- Excellent digital and design skills
- Able to translate complex written information into easy to understand and visually appealing graphics
- Skilled in presenting information in a clear and succinct manner
- Passionate about pursuing a career in Digital and Communications
- Interest in designing online learning solutions
- Passionate about learning and the creation of a learning culture
- Knowledge of Criminal Justice/Education sectors (desirable)

Skills & competencies

- Experience in using design tools such as Adobe InDesign, Illustrator, Spark, Canva (desirable)
- Ability to learn quickly and adapt to using new tools
- Passionate about Khulisa's mission and values
- Fluency in English and ability to write clear, concise, accessible pieces
- Excellent organisational skills and attention to detail
- Proven ability to work effectively in a team environment, as well as being confident in working independently with initiative
- Results-oriented, with ability to work to multiple tight deadlines
- Outstanding interpersonal skills and ability to win trust and confidence of peers
- A strong commitment to your own personal learning and development skills



- Highly organised and proactive with the ability to work under pressure, handle a busy cross-functional workload and sensitively manage boundaries and conflicting priorities
- Excellent interpersonal skills with the ability to build relationships at all levels inside and outside the organisation
- Existing right to work in the UK

How to Apply

To apply, please send a CV and 1 page covering letter (outlining your relevant experience and reason for interest in the role) to Lisa Rowles (Lisa@khulisa.co.uk) **by Tuesday 1 October 2019**. Interviews take place in early to mid-October.