



International Bridges to Justice

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China Program IT Internship

International Bridges to Justice (IBJ) is a nonprofit, nongovernmental organization dedicated to ensuring the basic legal rights of ordinary citizens in developing and transition countries. Specifically, IBJ works to guarantee all citizens the right to competent legal representation, the right to be protected from cruel and unusual punishment, and the right to a fair trial.

IBJ is currently accepting applications for an Information Technology (IT) internship with our China Program for the Spring semester based in our head office in Geneva, or remotely from Boston in the United States. We welcome applications from students or recent graduates of information technology and other related study areas. Interns will be paid a stipend, and we will consider both full time or part time schedules. We ask that interns commit to working with us for a minimum of 12 weeks. If you are interested in applying for an internship with us, please send a CV and brief cover letter to internationalbridges@ibj.org, stating why you would like to intern, when you would like to start, and how long you can stay.

The intern will be remunerated with a stipend.

Duties and Tasks:

- Provide IT assistance to IBJ China staff in implementing our programs and activities
- Assist with developing, producing, and uploading online legal educational modules, podcasts, and other training resources to IBJ's websites and social media platforms
- Assist with developing and hosting online webinars for lawyers
- Maintain IBJ's China-related websites and social media platforms
- Help gather monitoring and evaluation data and compile reports
- Assist China Program Director as required

Skills needed:

- Proficiency in English and Chinese
- Excellent IT skills; experience in HTML, CSS, or other web development software, as well as Adobe Presenter and webinar platforms, are beneficial
- Experience with social media
- Good communication skills, interpersonal skills, cultural sensitivity, and the ability to work in a multicultural environment
- Commitment to the cause of human rights and the promotion of rule of law in the criminal justice sector