

2017 Summer Internship

Feedback Labs, Washington, D.C.

Media and Communications Intern

May - August, 2017

Background

Feedback Labs (FBL) believes that listening to constituents isn't just the *right* thing to do; it's also the *smart* thing to do. Building relationships with constituents positions regular people as co-creators and inverts the traditional top-down, external "expert"-driven, one-size-fits-all approach that has largely failed the non-profit sector. Feedback Labs' big bet is that when regular people are co-creators, and when their feedback fuels an iterative and responsive process, the desired social impact is amplified.

We are taking steps to help aid agencies, foundations, and governments both listen and act. The following three questions drive the theory of change: What do regular people want to make their lives better? Are we helping them get it? If not, what should we do differently? Feedback Labs is a consortium of like-minded organizations that range from implementing agencies, research and policy groups, technology developers, and foundations and other funders. All are working to help regular people be in the driver's seat, with experts in a supporting role during the program selection, design, implementation, and evaluation processes.

Opportunity

Feedback Labs is dynamic and growing. We are looking for an individual who feels passionately about our theory of change and has the drive and analytical prowess to help us rapidly shape this movement and our role within it.

This is a unique opportunity that requires a **current or recent undergraduate student** who is comfortable in ambiguity and change, *takes initiative and can work independently*, likes challenges, and executes thoughtful, reasoned judgment. It also requires someone willing to roll-up her sleeves to get stuff done.

This opportunity is based at the OpenGov Hub in Washington, DC. The duration of this opportunity is a **minimum of ten weeks for the summer of 2017**. While unpaid, we can promise a chance to work with a fun and exciting team, shape a new organization, and learn from some of the most creative types in the sector.

The ideal candidate will have:

- A deep understanding of and ability to cultivate a communications and engagement strategy in a start-up environment
- Experience with social media trend analysis, marketing, and community-building
- Excellent writing skills and the ability to communicate complex concepts
- Exceptional and precise attention to detail
- Strong interpersonal skills and the ability to work across teams
- The ability to work quickly and respond to feedback
- Willingness to run with a project or idea before it is fully formulated and iterate on it regularly
- A sense of ownership for one's own projects and responsibilities
- Value both the giving and receiving of honest and constructive feedback
- Experience with graphic design is a plus

Expected Activities

1. Assist in the designing of experimental approaches for improving Feedback Labs' communications strategy through various avenues, including its social media presence, blog traffic, and newsletter readership
2. Assist with establishing a system to maintain and understand the pulse of the growing Feedback Labs' network (200+ organizations)
3. Provide editing and creation assistance in the messaging of core Feedback Labs' concepts for an external audience, including newsletters and blog posts
4. Listen, digest, and report back on team-wide meetings discussing the nature of feedback as a movement
5. Provide as needed research and project support for each member of the FBL team
6. Attend Feedback Labs team meetings, Summits and other meetings with external partners as needed.

To Apply:

Please submit a resume and cover letter to: jobs@feedbacklabs.org

Any questions may be directed to info@feedbacklabs.org

Feedback Labs encourages applications from people of all genders, orientations, ethnicities, and backgrounds.

Date: March 2017