

**Spring 2019 Web & Graphic Design Internship
CHILDREN AT RISK – Houston, TX**

CHILDREN AT RISK is currently seeking candidates for our Spring 2019 Web & Graphic Design Internship position. This position is a unique opportunity to work across all CHILDREN AT RISK teams to create and maintain web processes, templates, and strategies.

Founded in 1989, CHILDREN AT RISK is an active research and advocacy non-profit dedicated to improving the quality of life of Texas' children. We are the leading source of accurate information on children's issues and an advocate and catalyst for change concerning the needs of all children in Texas. CHILDREN AT RISK works to improve the lives of children in four key areas – education, health and nutrition, human trafficking, and parent & family well-being.

The selected candidate(s) will have the opportunity to learn from a dedicated and creative staff of attorneys, public policy analysts, researchers, and fundraisers.

Responsibilities/Potential Projects

Specific responsibilities will be dependent upon each candidate's skills, career goals, interests, and CHILDREN AT RISK's priorities. CHILDREN AT RISK anticipates that this internship will be utilized as a career development tool for the selected candidates and hopes to maximize the selected individual's internship experience.

We are seeking dedicated, focused, and detail-oriented candidates that possess technological skills and is available between 15-20 hours a week.

Duties and Responsibilities :

- Managing organization's webpages (childrenatrisk.org, smartparents.org, texasschoolguide.org)
- Gathering, organizing and updating content consistently for website and other web projects
- Creating, collecting, and editing graphics

Preferred qualifications:

- Proficiency in WordPress and other basic software
- Proficiency in design software (Adobe, Canva...etc)
- Proficiency in coding (particularly HTML) is a plus but not required

We are in search of dedicated individuals to be key members of our team. A sense of humor and a passion for social justice issues, along with the belief that education and advocacy on children's issues are essential for societal improvement are strong pluses.

All candidates must be professional, with good written and verbal communication skills. Candidates should have a strong work ethic, positive attitude, and work well individually and in a team-oriented environment.

Benefits include a fun and engaging office atmosphere, mentorship, flexible schedule, recognition for tangible products that will benefit the organization beyond the spring, and the ability to have an impact on Texas children.

Application Instructions: Our positions are competitive and fill quickly. Interested candidates should submit a resume and a brief letter of interest to Gretchen Himsl at ghimsl@childrenatrisk.org. The deadline to submit applications for the position is January 31, 2019. For more information on CHILDREN AT RISK please visit www.childrenatrisk.org.

CHILDREN AT RISK is an equal opportunity employer and does not discriminate against individuals on the basis of sex, gender identity, sexual orientation, age, disability, veteran status, religion, ancestry, color, race, ethnicity or creed.