
COMMUNICATIONS INTERN

Job Vacancy

Closing date: Sunday, 22 March 2026

Location: Johannesburg

Type: Full-time

Working hours: 8 hours

To apply: [Complete this form](#)

Queries can be sent to applications@iej.org.za, but no applications will be accepted by email or replied to.

JOB PURPOSE

The Institute for Economic Justice (IEJ) seeks a Communications Intern to support the organisation's advocacy and communications work. The internship will focus on assisting the Advocacy and Communications Manager and the Senior Communications Officer to strengthen IEJ's communications work.

The Intern will play a key role in drafting social media copy, creating draft visuals, and supporting the dissemination of published research and information about upcoming events. The role also includes broader communications support, including website updates, newsletter list maintenance, and the application of IEJ branding and templates to organisational materials.

This internship offers an opportunity to gain hands-on experience in communications within a social justice and economic policy organisation, while contributing meaningfully to public-facing advocacy work.

ABOUT YOU

You are interested in social justice, economic transformation, and the role of communications in advancing progressive change. You are organised, detail-oriented, and comfortable working with both text and visuals. You are eager to learn, able to take direction, and confident enough to propose ideas and draft content for review.

You have a strong interest in digital communications and social media, and you understand how these platforms can be used to communicate complex ideas clearly and engagingly. You are comfortable working collaboratively within a small team and managing multiple tasks simultaneously.

MAIN RESPONSIBILITIES

Social Media Content Support

- Assist in drafting social media copy for IEJ platforms, including Twitter/X, Facebook, Instagram, LinkedIn, and other relevant channels.
- Create draft visual content for social media using IEJ templates and design tools (e.g. Canva), for review and approval.
- Support the scheduling and publishing of social media content in line with organisational priorities and campaigns.

Communications and Digital Support

- Assist with maintaining and updating the IEJ newsletter mailing list.
- Support the uploading of content and basic updates to the IEJ website.
- Apply IEJ templates and branding to past presentations, slide decks, and organisational documents, as well as to new materials as required.
- Support in editing video clips, which can be varied based on expertise, would be useful.

Organisational and Team Support

- Provide general communications support to the Advocacy and Communications Manager and Senior Communications Officer.
- Assist with administrative and coordination tasks related to communications and advocacy outputs, as needed.

SKILLS AND EXPERIENCE

Required skills and experience include:

- A qualification (completed or in progress) in communications, journalism, media studies, design, social sciences, or a related field.
- Strong written communication skills, with the ability to draft clear, concise, and engaging social media copy.
- Basic design skills and familiarity with tools such as Canva (experience with Adobe Suite is an advantage, but not required).
- Familiarity with major social media platforms and an understanding of how content is tailored for different audiences.
- Familiarity with basic video editing for social media (e.g. short-form clips or simple edits) would be useful, but is not required.
- Strong organisational skills and attention to detail.
- Ability to work collaboratively, take feedback, and meet deadlines.
- A demonstrated interest in social justice, economic justice, and progressive policy debates.
- Fluency in English.

CONTRACT

The internship is a full-time, one-year contract role.

SALARY (TCTC)

The internship stipend is R190 496 per annum, total-cost-to-company.

LOCATION

This position is based in Johannesburg, South Africa.

The IEJ is committed to gender and racial equity and transformation and will consider this when reviewing applications.



The Institute for Economic Justice (IEJ) is a progressive economic policy think tank committed to advancing economic justice, systemic change, and the equitable distribution of resources to ensure rights realisation and planetary wellbeing.

www.iej.org.za

