Expression of Interest

2024 NYSF COMMS INTERN

**Canberra, 05 January – 13 January 2024**

*Note: The NYSF will arrange transport and accommodation for successful applicants. Where possible, the NYSF will ask interns to arrive the day before the program commences (04 January 2024).*

**About the NYSF**

The National Youth Science Forum (NYSF) is a national not-for-profit charity. Our flagship program, the NYSF Year 12 Program, has run since 1984 and is one of the best-known STEM experiences in Australia, graduating over 14,000 alumni. The program runs in January each year prior to students commencing year 12 and helps showcase diverse science and technology pathways and opportunities for future study and careers.

**About our Programs**  
The 2024 NYSF Year 12 Program is a residential program wherein students travel to Canberra (05 January to 13 January) or Brisbane (12 January to 20 January).

# Role Description

NYSF communications interns have the following responsibilities:

* In consultation and under the direction of the NYSF Communications Team, attend various NYSF program activities, such as science visits, tours, and events;
* Develop content for a range of identified communication tools and platforms, as agreed and as appropriate; Content may be in written form, video, still photography… or more.
* Adhere to all NYSF Policies and Procedures, particularly those regarding Child Protection and be aware of the sensitive nature of confidential information, and any commercial in confidence information they are exposed to;
* Be a friendly, enthusiastic presence throughout, engaging with students, staff, and volunteers about their experiences.

This role is not a student staff leadership role, however, a key stakeholder in your activities is the NYSF Student Staff Leader (Chief of Staff) for your session, in conjunction with the NYSF Communications Officer and Communications Manager, Communications.

Your role is to observe, gather information, seek comment and insight where appropriate and with agreement from the participant students and volunteers, and to prepare content for promotion accordingly.

# 2 Position Requirements

Skills, experience and attributes:

* An interest in the NYSF and its programs, and support for the vision and mission of the organisation;
* The ability to interact positively with people from diverse backgrounds;
* Strong communication skills, and the ability to talk with people to gain insights and their stories;
* Awareness of the need for appropriate levels of privacy for sensitive or confidential information;
* An interest and/or experience in programs for young people;
* Physically able to walk moderate distances (15-30 minutes at a time), and to sit for extended periods (up to two hours).

**Other requirements:**

* A current registration to work with children and/or vulnerable people that is valid in the state where the NYSF program they are assisting with is hosted. *This can be obtained after selection for the internship role.*
* Have the recommended COVID-19 vaccinations and boosters as per their age and risk (<https://www.health.gov.au/news/atagi-2023-booster-advice>)

# 3 Expression of interest form

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| --- | --- |
| 1. General Information | |
| First Name |  |
| Last Name |  |
| Preferred name  *If different to above* |  |
| Gender |  |
| Preferred pronouns |  |
| Email address |  |
| Mobile number |  |
| Home phone number |  |
| Postal address |  |
| Date of Birth |  |

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| 2. Why are you interested in a Communications Internship with the NYSF, and what value do you hope to gain from this experience? *300 words or less* |
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| 3. What experience do you have in communications and/or working with young people? *300 words or less* |
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| 4. Equipment  *Please list the equipment and software that you are able and happy to bring to session to support your work as a communications intern. i.e. laptop, camera, mobile phone, etc.*  *Note: this does not influence your eligibility to be a communications intern with the NYSF.* |
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The NYSF also intends to run STEM Hubs in capital cities across Australia in 2024. If you would like to be considered for a Communications Internship during this program also, please indicate your interest below.

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| --- | --- | --- | --- |
| 5. Interest in 2024 STEM Hub Communications Internships | | | |
|  |  | YES | NO |
| STEM Hubs | AUS capital cities  April school holidays, 2024 |  |  |
|
|
| AUS capital cities  July school holidays, 2024 |  |  |
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# 4 Submit your expression of interest

Once complete, please submit your expression of interest form to [emily@nysf.edu.au](mailto:emily@nysf.edu.au). Forms can be completed electronically and emailed.

# 5 Questions?

Please contact the Communications team on [emily@nysf.edu.au](mailto:emily@nysf.edu.au) with any questions about the Communications Internship program.