



Fair Labor. **Worldwide.**

Verité IT/Computer Systems Intern

Start date: Negotiable; mid-summer

End date: Negotiable; end of Summer

About Verité:

Verité is an Amherst-based nonprofit and award-winning pioneer in the social auditing, training, research and consulting field. The organization has over 20 years of experience working with Fortune 500 corporations and their local suppliers through our global network of NGO partners. Verité works in over 70 countries to empower companies, factories, NGOs, governments, and workers to create sustainable workplace practices in the factories and communities where our consumer goods are made and the raw materials that go into them are sourced. For more information on Verité please visit <http://www.verite.org>.

Internship:

The IT/Computer Systems Intern will support the Accounting and IT Manager in developing, supporting, and managing the organization's computer hardware, software, and information networks. Among other duties, the IT/Computer Systems Intern will troubleshoot and solve tech problems for staff and consultants.

Interns are expected to work 25 hours per week during the summer for at least eight weeks.

Verité offers summer interns a modest stipend in the amount of \$550 for the duration of the summer session to offset the cost of living expenses. If your school also provides either funding or academic credits for intern work, Verité is happy to assist with the required paperwork. We also provide opportunities to interact with senior research staff, mentoring, networking assistance, and references upon successful completion of the internship. Summer interns are given the opportunity to attend weekly luncheons during which staff members discuss projects, their professional backgrounds, and other relevant topics.

How to Apply:

Please provide cover letter and resume to verite@verite.org. Use subject line: "Verite IT/Computer Systems Internship – Summer 2018." Any questions can be directed to Jenn Stachnik at verite@verite.org.

Examples of Potential Intern Tasks/Projects:

- Troubleshooting and solving tech problems for staff and consultants
- Developing and writing protocols and guides for organization IT systems
- Development of a cybersecurity training program for staff and consultants
- Contribute in improving functionality and efficiency of computer systems

Required skills, abilities, and competencies:

- Coursework or experience in IT/Computer Sciences with related skill competencies
- Excellent computer skills (Primarily Microsoft Office/Office 365, SharePoint, OneDrive, HTML coding a plus)
- Skills and experience in information management
- Excellent communication and organizations skills
- Demonstrates professional competency and/or personal experience thinking and working effectively across boundaries*
- Demonstrates sensitivity and competency engaging with the diverse marginalized populations impacted by Verité's mission

*These include, but are not limited to: gender, race, religion, age, disability, gender identity, sexual orientation, marital status, pregnancy status, nationality, class, political opinion, union affiliation, or social or ethnic origin.

VERITÉ

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Verité is committed to a diverse work force and is an Equal Opportunity Employer that does not discriminate against any employee, intern, or applicant for employment or internship on the basis of race, ethnicity, national origin, age, sex, sexual orientation, gender identity or expression, class, religion, veteran status, ability, and any other federal, state, or locally protected classes.