

Recruitment Advert Template



Position: Video Editing Intern

Location: Nairobi, Kenya

Contract duration: 6 months

Closing date: 17 June 2026

The Internship

ActionAid International (AAI) is seeking a motivated Video Editing Intern to join our Communication and Campaigns team. This internship is designed as a learning and development opportunity where the selected candidate will gain meaningful exposure, practical experience, and professional mentorship while contributing to AAI's mission of social justice, gender equality, and poverty eradication.

This internship role offers hands-on exposure to editing video content for social media, campaigns, fundraising, humanitarian response, advocacy and internal communications. The role's sole technical focus is video editing and post-production. Working under the Social Media and Content Manager, the intern will turn raw footage, interviews, b-roll, phone clips, event recordings and spokesperson videos from across the federation into clear, accessible and platform-ready videos. The role will help ActionAid strengthen short-form, mobile-first video, improve consistency, speed and quality, and ensure final edits reflect ActionAid's brand, safeguarding standards, consent requirements and feminist, anti-racist, decolonial and rights-based storytelling principles.

Key Responsibilities

- Edit short-form, mobile-first videos for priority digital channels, including Instagram Reels, TikTok, YouTube Shorts, Facebook, LinkedIn and X, using agreed briefs and approved source material.
- Create simple cut-downs and platform adaptations from existing footage, interviews, event recordings, field content and longer videos.
- Support video edits for campaigns, advocacy moments, fundraising appeals, humanitarian updates, events, explainers and rapid response content, based on team priorities.
- Add subtitles, lower-thirds, on-screen text, title cards, end frames, calls to action and basic cover frames using ActionAid templates and brand guidance.
- Prepare final video exports in agreed formats, including vertical, square and landscape versions where required.
- Organise source footage, project files, captions, thumbnails, clean masters and final exports in agreed shared folders using clear naming conventions.
- Update simple content trackers so the team can follow the progress and status of assigned edits.
- Use only approved footage, images, music, fonts and other creative assets provided or cleared by the team.
- Flag any obvious concerns in raw footage or edits, including poor audio, missing b-roll, unclear translations, consent concerns, sensitive imagery, copyright issues or potential safeguarding risks.
- Incorporate feedback from the Social Media and Content Manager and relevant colleagues, keeping clear versions of edits until final approval.
- Participate in learning and training opportunities offered by the Communications and Campaigns team, including exposure to social media scheduling tools, Canva, basic design adaptation, digital content planning, platform best practice and other relevant communications work.

Who we're looking for:

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We are looking for a creative and detail-oriented early-career video editor with a diploma or degree in film, digital media, communications or a related field, and at least 6 months of practical experience (internship, freelance, volunteer or portfolio work).

You should have hands-on experience editing short-form vertical videos for platforms like Instagram, TikTok and YouTube Shorts, including subtitles, on-screen text, basic transitions and music. Familiarity with tools such as Adobe Premiere Pro (preferred), CapCut, DaVinci Resolve or Final Cut Pro is essential.

You understand social media trends, storytelling basics and how to create engaging, people-centred content that avoids harmful or pity-based narratives. You are organised, able to follow briefs, manage feedback and meet deadlines, with strong attention to detail.

A basic understanding of consent, safeguarding, copyright and accessibility (captions) is important, and interest in social justice or rights-based communication is an added advantage.

You should also have strong commitment to ActionAid's values and ethos, including ActionAid's [feminist leadership principles](#).

What we offer:

ActionAid is committed to providing a welcoming, supportive workplace where we recognise a job well done, encourage close collaboration and sharing power, and where safeguarding standards and feminist leadership are exemplified everywhere. At ActionAid, you can look forward to a fair internship stipend and a flexible working environment, including

- A workplace that embraces intersectional feminist principles
- Structured mentorship and ongoing feedback
- Professional development and meaningful hands-on experience

How to apply:

Please click on the "apply" button to start the application process:

Applications close on **11.59 GMT on 17 June 2026**. Please upload an up-to-date curriculum vitae and a covering letter, clearly explaining your suitability against the essential criteria and, where applicable, documentation from your academic institution.

Please check your application and make sure you meet all the essential criteria listed in the person specification. In addition, your application will be stronger if you meet at least some of the desirable criteria. If you do not meet at least all the essential criteria, please do not apply as we only consider candidates if they meet the essential criteria listed on the job description. We will only consider candidates who have the right to work in the specified locations.

Due to high volumes of applications received, we can only correspond with short listed applicants. Should you not have received feedback on your application within two weeks of the closing date, please consider your application as unsuccessful.

ActionAid International will not consider unsolicited candidates from recruitment agencies. We reserve the right to withdraw any of our vacancies at any time.

About us:

ActionAid is a global federation working for a world free from poverty and injustice. We want to see a just, fair and sustainable world, in which everybody enjoys the right to a life of dignity, and freedom from poverty and oppression. We work to achieve social justice and gender equality, and to eradicate poverty.

All our work is underpinned by a set of feminist leadership principles: Self-awareness, Self-care and caring for others, Dismantling bias, Inclusion, Sharing power, Responsible & transparent use of power, Accountable collaboration, Respectful feedback, Courage and Zero tolerance against discrimination and abuse of power.

ActionAid International welcomes applications from all sections of the community and promotes diversity.

Our commitment to Safeguarding

ActionAid is committed to recruiting candidates who promote ActionAid's SHEA and Safeguarding policies and values.

ActionAid will only recruit candidates who are committed to SHEA and Safeguarding and ActionAid's values, thereby helping to create safer working cultures. As a deterrence measure ActionAid is also committed to deterring candidates who are intending to cause harm from joining ActionAid.

GDPR Privacy notice

ActionAid International collects and processes personal data relating to job applicants as part of any recruitment process. ActionAid International is committed to being transparent about how we collect and use that data and to meeting our data protection obligations. Please visit our website <https://actionaid.org/privacy-and-cookies> or click the link [Privacy notices](#) to view our GDPR Privacy notice.