



**Lights! Camera! Action!  
Outreach media for Consular  
Section in Addis Ababa**

Project Title	Lights! Camera! Action! Outreach media for Consular Section in Addis Ababa
Project Summary	Writing scripts, creating videos, improving social media reach, and editing outreach materials will be the focus of this internship.
Country	Ethiopia
Agency	Department of State
DoS Office	N/A
Post	ADDIS ABABA
Section	CONS
Number of Interns	1

**Project Description**

The intern will work closely with a Consular Officer, a Locally Employed Staff Member, and with Addis Ababa’s Public Affairs Section to amplify the digital reach on the following:

1. Create a video for the consular waiting section including: welcome message from the Ambassador; instructions on how to take fingerprints; what to expect during both a nonimmigrant visa interview and an immigrant visa interview; steps after the visa interview; the DNA collection process; and consequences of providing fraudulent documents.
2. Create multiple short videos with specific instructions for completing forms and counselor processes
3. Research other embassy consular websites.
4. Research and monitor chat rooms for discussions on immigration fraud, marriage fraud, and false relationships
5. Research and monitor US and Ethiopian websites and social media concerning experiences at the Consular Section.

**Desired Skills Interests**

- Skill
- Digital media
- Editing
- Independent

Marketing
Research
Video design
Communication Skills
Social Media
YouTube Captions
Public Affairs
YouTube
Strategic Communications
persistence
Online Communications

## Additional Information

The Consular Section at the U.S. Embassy in Addis Ababa interacts with over 50,000 customers each year. The Section has approximately 45 staff members and is comprised of the following units: nonimmigrant visas (tourist, student, professional, fiancée, refugee follow-to-join, and asylee-follow-to-join); immigrant visas (family-based, Diversity Visa, and adoptions); American citizen services (emergency services, U.S. Passport renewal, notarial services, report of birth abroad); and the fraud prevention unit. The virtual intern will work with staff from each of these sections to gather information, write scripts, and ensure accurate data is being shared.

## Language Requirements

Language Speaking Proficiency	Reading Proficiency	Importance
Amharic	Limited working proficiency	Minimum professional proficiency
		Nice to Have