



**Job Title:** Summer Internship – Digital Services  
**Salary:** Temporary Contract at London Living Wage  
**Reporting to:** Director, Impact & Investment  
**Hours:** 9:30 – 5:30pm (Monday – Friday)  
**Based:** CAN offices in inner London

## About CAN

CAN is a UK-registered charity trading as a social enterprise, and is leading organisation in the social sector. Our vision is of a thriving social economy creating jobs, delivering and innovating services and building community cohesion, underpinned by a quality-driven and competitive social investment and intermediary market. Our mission is to help social ventures start, scale and replicate through the provision of business support, funds and collaborative space. We are co-founders of SEUK and UnLtd, and have a reputation for entrepreneurialism, innovation, and longevity.

CAN's primary activities are delivered through CAN Mezzanine and CAN Invest. CAN Mezzanine provides high-quality, affordable serviced office space for social ventures, with additional training, services, marketplace and peer-to-peer learning opportunities. CAN Invest's activities include:

- Finance: Innovative 'niche' social investment funds that meet sector needs. These include the CAN Early Intervention Fund and new funds in pipeline.
- Skills:
  - Holistic support programmes providing premises, advisory and peer engagement, including the CAN<sup>3</sup> accelerator for established VCSEs.
  - Training and advisory products & services, to frontline social ventures, 2<sup>nd</sup>-tier support organisations and investment funds, including: business & investment readiness, impact measurement & management, monitoring, evaluation & learning, and impact-led strategy.

This position sits within the CAN Invest team.

## Job Summary

We're looking for a smart and dynamic intern to assist us in designing, prototyping and building a neat tool using off-the-shelf cloud technologies and interconnecting them with tools like IFTTT and Zapier to bring disparate systems and functionality together to form a neat app for the fantastic social organisations we work.

This is an ideal opportunity for someone doing a degree in Business Information Systems or someone looking to put their web development skills to use through real-world, paid work experience.

The overall role of the intern will be to:

- Develop a new online service
  - Support the design of a new, online interface, involving a secure online site bringing together existing online tools
  - Configure online tools and create architecture
  - Supporting existing delivery of social business consultancy
- Support existing delivery
  - Support delivery of CAN Invest consultancy work (social impact audit, social investment, other) and aid transition of work to online services

### **Main Duties**

- Working with CAN staff, and using test sites to see which ideas best suit our needs
- With guidance from CAN staff and external advisors, building the framework – or 'architecture' – for a website and suite of online products, including:
  - Searching for, testing and integrating 'plug in' off the shelf software into our product suite, using APIs/etc
  - Develop and improve a website and suite's appearance and user experience (e.g. HTML, PHP)
  - Help set up a user access and security portal (e.g. personalised, password-protected client pages)
  - Help develop a database system (e.g. SQL) to drive all functionality
- Support CAN Invest staff with delivery of existing programmes (e.g. social impact audit, social investment, other), preferably using emerging online functionalities.

### **Essential Knowledge and skills**

#### **Qualifications**

- Graduated or enrolled full-time or part-time in any degree level programme in computer science (business information systems, web development), IT/Computer engineering, or other IT-related course

#### **Experience**

- Experience in IT user interface/user experience
- Experience using and adapting off-the-shelf apps, and linking them together (e.g. with IFTTT, Zapier or ideally APIs)

#### **Soft skills**

- Ability to work independently, and quickly learn new concepts and software is necessary
- A self-motivated, independent, detail oriented, responsible team-player
- Strong communication skills, both written and oral
- Strong analytical and problem solving skills

### **Desirable (but not essential) knowledge and skills**

#### Knowledge/Experience

- Experience delivering consultancy projects
- Intermediate level back-end coding experience in PHP, HTML and SQL
- Some experience in front end development (e.g. Javascript, CSS, HTML)

#### Soft skills

- Demonstrated interest in charities, social enterprise and/or volunteering
- Ability to handle multiple team members and/or clients with confidence

#### **Benefits:**

- Exposure to a leading social enterprise, and sector-leading services/products in social impact audit, and potentially social investment.
- Remuneration: £10 per hour (in excess of London Living Wage)
- Duration: 6 weeks, with the possibility for a further 4-6 week extension by mutual agreement

#### **How to apply**

- Please send a 1-2 page CV, and maximum 1 page cover letter outlining your interest, and relevant skills/experience to: Helen Boyd at [h.boyd@can-online.org.uk](mailto:h.boyd@can-online.org.uk) by Sunday 25<sup>th</sup> June.

We reserve the right to fill the position early if the right person comes our way.