SOCIAL MEDIA INTERN
(Fall, Spring, Summer Semesters)

DESCRIPTION:
This internship will support the director of marketing and public relations in some or all of the following areas, dependent on the applicants experience, skills, and course of study: social media, marketing research and development, writing, event planning, and design.

ESSENTIAL DUTIES AND RESPONSIBILITIES:
- Manage and assist with social media accounts and websites.
- Write blogs, press releases, articles, and advertisements.
- Create social media marketing strategies, schedules, and proposals.
- Attend and help plan YWCA events as needed.
- Work with various YWCA departments in creating and/or maintaining marketing goals.
- Attend meetings and trainings as assigned.
- Other duties as assigned.

REQUIREMENTS
- Coursework at a college junior and senior level preferred in marketing, public relations, communication, or related field.
- Strong verbal and written communication skills required.
- Deep familiarity with social media websites and marketing strategies for those websites (i.e. Facebook, Twitter, Pinterest, Instagram, LinkedIn, etc.).
- Proficient computer skills (Office Suite a must, design software a plus (InDesign, Photoshop, etc.)).
- Exceptional interpersonal and presentation skills.
- Multi-tasking skills necessary.
- Proficiency in English required.

TO APPLY:
Submit a resume, cover letter, writing samples, and YWCA intern application to Human Resources. Applications can be downloaded: www.ywcamclean.org

Human Resources
YWCA McLean County
1201 N Hershey Road
Bloomington, IL 61704
Email: ywcajobs@ywcamclean.org

YWCA is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.

YWCA McLean County is an equal employment opportunity employer.

Last updated: 11/2016