

# SOCIAL MEDIA MARKETING INTERNSHIP 2016

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**ROLLING SUBMISSIONS FOR 2016 / SEMESTER BASED**

## DESCRIPTION

Are you a great writer, go-getter, good at captivating people's attention on the social media community? You will work on a variety of marketing, public relations, and sales oriented tasks and report to and work directly with the Advertising Manager.

Learn new skills and obtain the experience to start a career in social media and marketing. College credit available.

### Including:

1. Assisting in public relations + internet marketing
2. Social media engagement, communications, + analytics
3. Some blog management

### Responsibilities

- Utilize social media to engage with community of fans/followers online.
- Assists with online marketing and advertising campaigns.
- Collaborates with internal departments on projects and assignments.
- Demonstrates interest in social media and how media + communication strategies can continuously engage the online community.
- Complete weekly assignments and deliver monthly reports.
- Manage various connected platforms for efficient content delivery.

## REQUIREMENTS

- Posses skills in writing, presentation, interpersonal relations, and customer management.
- Performs well in environments that value creativity, flexibility, and variety.

- Exhibit personal qualities such as open mindedness, enthusiasm, and adaptability.
- Prefers challenges, fast pace, new ideas, future focus, and unstructured environment.
- Ability to perform tasks with little to no supervision.
- Availability once or twice on weekdays and some evening/weekends.
- Experience with: Facebook, Instagram, Tumblr, and Wordpress.
- Knowledge of Google: mail, drive, calendar, and building forms.
- Photography and/or video skills and eye for detail in design.

## NICE TO HAVES

1. **Knowledge of Creative Suite:** Photoshop, InDesign, Illustrator, Premiere
2. **Accessible Transportation:** car ownership or access to private vehicle
3. **Access to Computer:** laptop or mobile device for applications
4. **Knowledge or Involvement in Northside Neighborhoods**
5. **Experience Working Remotely**

## HOW TO APPLY

Provide 1-3 social networking profiles to demonstrate interest and knowledge, include resume, and cover letter to: [advertising@thenorthsidechronicle.com](mailto:advertising@thenorthsidechronicle.com)

OR mail documents to:

The Northside Chronicle  
% Advertising  
922 Middle Street  
Pittsburgh, PA 15212

Applicable candidates will be responded to via email and telephone for follow up interviews.

**This is a non-paid internship.** College credit available.