



Internship: *Communications & Social Media Intern*

SUMMARY: The Communications & Social Media Intern will work under the supervision of the Communications Manager on various projects related to implementing and managing *The Global Orphan Project's* social media and various marketing-related needs.

- Maintain Facebook Fan Page and Causes Page
- Manage Facebook Village Pages and work with field partner(s) in Haiti to help maintain
- Maintain Twitter account
- Help manage mobile marketing and set up Text 2 Give and Textcaster campaigns
- Post approved content to social media sites
- Promote a variety of events using social media
- Research new social media uses and aid in recruitment efforts
- Aid in creating a social media strategy and implementing a long term program
- Play an active role in the communication and promotion of GO Threads Team Challenge to young adults and college campuses in the Fall
- Assist in a variety of event planning and other marketing-related tasks

ESSENTIAL DUTIES AND RESPONSIBILITIES: The Communications & Social Media Internship will focus on helping develop an overall social media communications strategy and implementation. Work would include: regular updates, researching solutions, recommending formal strategy and recruiting members to assist *The Global Orphan Project* maintain positive connections through social networking. Assistance with other event planning and marketing-related tasks is also expected.

This internship is a great opportunity to gain real world experience and for possible college credit. Please provide the necessary requirements for credit prior to the start of your internship.

HOURS:

- 10-20 hours per week with a 3 month commitment (anytime from June – September)
- Own or have access to a computer and/or software not required but preferred

KEY SUCCESS INDICATORS/ATTRIBUTES:

- High level of personal integrity
- Understanding and passion for the vision and mission of *The Global Orphan Project*
- In depth knowledge of Social Media (Facebook, Twitter, etc.)
- Proactive, self-motivated and energetic
- Professional acumen, flexible and positive attitude
- Very organized, strong attention to detail and excellent interpersonal skills
- Accepts responsibility for actions, projects and results
- Experience with Microsoft Word and Excel

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Please send resume and cover letter, along with internship for credit requirements, to Sonya Wedel at sonya@goproject.org.

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