

## **Marketing Communications Internship – Summer 2017**

The Department of Marketing Communications at Manor College is currently seeking an intern for the 2017 Summer. This internship will require a student to work out of the Office of Marketing/Communications 10 - 15 hours a week. There are no set hours for this position, but the department of Marketing/Communications will work with the selected student schedule to be flexible with their other commitments.

### **Duties will include:**

- Posting and scheduling tweets for the Manor College Twitter account
- Working with Kelly, the Director of Marketing Communications on campaigns and promotions
- Taking pictures at campus events
- Upload, caption and organize pictures for the Manor College Flickr account
- Writing blog posts and emails
- Organizing contact lists

This internship is open to high school and/or college students who are interested in learning more about marketing, communications, social media marketing and creative services. ***No prior experience in social media is necessary or required but candidates with an interest in social media marketing are preferred.***

This is an unpaid internship position however this position is eligible to receive college credits.

To apply for this position please send a resume with a short description as to why you are passionate about this internship position to Kelly Peiffer, Director of Marketing Communications at [kpeiffer@manor.edu](mailto:kpeiffer@manor.edu)

Applications are due by June 9, 2017.