

COMMUNICATIONS INTERNSHIP



- Compensation** Volunteer or Class Credit
- Location** 33 Terminal Way, Pittsburgh
Around town at events as needed
- Hours** 15-20 hrs per week
- Season** Fall, Summer, or Spring

Venture Outdoors is a nonprofit organization dedicated to connecting everyone to the benefits of outdoor recreation throughout Southwestern Pennsylvania. We provide a variety of activities that inspire an active lifestyle, promote the region's unique natural amenities, highlight its excellent quality of life, and foster a greater appreciation for the environment.

The **Communications Intern** works with the Development and Communications Team to help develop and implement a creative and dynamic marketing strategy for Venture Outdoors. The Communications Intern assists with social media content creation, blog writing, and data analysis as needed.

Responsibilities

* Responsibilities may adjust per applicant's interests and skillset but may include:

- Create engaging content on various social media platforms
- Grow following and engagement on social media platforms
- Interact with followers on social media
- Providing event execution assistance
- Write and edit blog posts and e-newsletter articles
- Help with the writing, layout and distribution of email marketing tools
- Track, record and analyze social media data
- Attend outdoor programs to document and create social media content
- Other duties and administrative tasks as assigned

Qualifications

- Experience or interest in social media
- Experience or interest in mass marketing and communications
- Marketing, Communications, Photography, Business, Graphic Design, or Liberal Arts majors are recommended to apply
- Excellent communication skills, both verbal and written
- Self-starter able to multi-task and prioritize
- A curious and open mind interested in learning new skills through hands on projects

COMMUNICATIONS INTERNSHIP



Availability

- Please let us know if you have any internship hours requirements or a specific time frame to complete these hours
- Must be available to attend some weekend and evening programs for special events. For fall interns please be available April 5-7, 2019.

Benefits

- Opportunities to attend outdoors events such as rock climbing, kayaking, hiking, bike trips and more
- Our team focuses on the growth of interns and strive to create space for research and learning
- Hands on experience in communications with resume and portfolio quality work by the end of the internship
- Casual atmosphere

Reports To: Communications and Media Manager

To Apply: Please send cover letter and resume to samone@ventureoutdoors.org and indicate "Communications Intern" in subject line.

Equal Opportunity Employer