

Summer Social Media Intern

Part-Time (Intern, non-compensated)

Job Start: June - August



Job Summary:

TheGreeKend® is seeking social media interns for Summer 2023 to assist in social marketing efforts, specifically for Instagram, including community management, content management and distribution, analytics, and event promotions. Our goal is to engage with and to distribute content to followers in a curated and welcome way, encouraging positive brand recognition.

Responsibilities:

- Assisting with maintenance of social media platforms (Instagram, TikTok, Facebook)
- Updating social media accounts and TheGreeKend.com with approved content
- Grow TheGreeKend® online social networks by increasing engagement and interactions
- Creating and assisting with marketing and promotion for ongoing and upcoming events
- Researching, identifying, and organizing new events including weekend socials, conferences, networking, cultural, and educational opportunities within the Greek-American community
- Creating compelling content for our highly curated social media outlets

Requirements:

- 18+ years old and currently enrolled in a college, university, or trade school
- Web and social-media skills (Instagram, TikTok, Facebook)
- Creative & resourceful thinker
- Strong writing and fact-checking skills
- Highly organized with strong communication
- Graphic design skills
- Active in the Greek-American community

Qualifications:

The ideal intern is eager and excited to be part of our team. Additionally, they are discrete and keep internal information confidential. Prior attendance at Greek American young adult events is not required but strongly recommended. Pursuing a degree in Communications, Journalism, Social Media or Marketing is preferred, but not required.

Interested applicants must submit resumes and answers to the 3 short answer questions to Hello@TheGreeKend.com by **Friday, June 16, 2023**.

→ Resume

→ Short answers to the following questions (Limit 500 words or less for each question):

1. Why would you be a good fit to TheGreeKend® team?
2. What Greek organizations are you involved in?
3. Take some time to browse our website and Instagram. What **new** ideas do you have for the team that we are currently not doing?