



Social Media Marketing - Intern

Job Description

Job Title: Social Media Intern

Reports To: HR Director

Team: Development

Job Status: Part-time, regular – Non-Exempt, Essential Staff

Duration: February 1 – May 31, 2020 (potential to extend duration of internship)

Hours: 10 to 20 hours per week, varies weekly

Job Summary: The Social Media intern will work to

This person cares for and enriches lives of individuals in our New Life Plan by creating and sharing quality content that show cases the work of the Mission and the growth of clients. The ideal candidate for this position will work to build relationships and trust with all clients, staff, donors and volunteers.

Job Duties and Responsibilities:

- Model and live out the overall Vision, Mission, and Core Values of the organization
- Assist in developing a social media strategy to educate and engage the local community in the work Raleigh Rescue Mission is doing
- Schedule and develop weekly content to be used on our website, social media, and email campaigns
- Take and edit photos and audio during client events around the Mission to be used for development
- Build and maintain trusting relationships with clients, staff, donors, and volunteers
- Communicate effectively within the development team and entire Raleigh Rescue Mission staff
- Available during a variety of hours

These duties are not exclusive and with consideration of the job requirements and the employee's skills, this job description can be added to or taken away from at the discretion of the employee's immediate supervisor.

Job Skills and Requirements:

Raleigh Rescue Mission considers every position one of Christian ministry and every person a valued and vital part of our team. Therefore it is essential that all employees of the Mission have a personal relationship with Jesus Christ and subscribe to our Statement of Faith and Core Values.

- Desire to serve the Lord in ministry and share/cultivate His Love with others
- Results oriented with proven track record of detail orientation, organization, and taking initiative
- Excellent administrative, planning, and time management skills
- Excellent marketing, communication and editing skills
- Currently enrolled in higher education
- Strong team player with the ability to work independently and creatively
- Desire to take on new challenges and think outside of the box to solve problems creatively