

MARKETING AND DESIGN INTERNSHIP

RJL SOLUTIONS

ROLES AND RESPONSIBILITIES

This position serves as support to the Strategic Communications department through internal marketing and communications. The position provides a flexible work schedule and environment that is equipped to provide unique experiences in business and community development. It will provide opportunities to manage and create content for social media, blog, SEO and web.

- Content Creation and Planning
- Social Media and Blog Posts
- Monitoring of Analytics
- Meeting and Event Preparation
- Social Media, Newsletter, and Website Edits
- Answering/Returning Phone Calls and Emails
- Other Special Projects as Designated
- Some Client Work May Be Offered to the Right Candidate



INFORMATION



Internship



Strategic Communications
Department

QUALIFICATIONS

- Current student pursuing a bachelor's degree in marketing, professional writing, or related field of study.

PREFERRED SKILLS

- Strong Written and Verbal Communication Skills
- Experience with Design Software

This position might involve some travel.