

JOB POSTING

Digital Media Intern

STATE SENATOR-ELECT CESAR J. BLANCO

SUMMARY:

The Digital Media Intern reports and collaborates directly with the Communications Director. The Digital Media Intern will work with the communications staff to implement the Senator's digital communication plan. In this role, you'd be responsible for drafting social media posts, drafting email updates, designing graphics, and assisting in other communications strategies. This internship is session only and require a commitment of 12-15 hours a week. This internship can be completed for class credit. The position may be remote depending on the Rules of the Senate.

ESSENTIAL JOB FUNCTIONS & EXPECTATIONS:

- Draft social media posts;
- Monitor social media accounts;
- Compose email updates;
- Design graphics;
- Assists in the organization of virtual events;
- Strong writing, editing, and proofreading skills;
- Strong communication skills;
- Remains abreast of current legislative and non-legislative issues about which the Senator may be questioned;
- Evaluates current events and media reports in the district and the state for their impact on the Senator;
- Works a flexible schedule including long hours, nights and weekends;
- Performs other duties as assigned;
- Thoroughness and careful attention to detail; and
- Bilingual in Spanish is preferred, but not required.

SALARY:

This is an unpaid internship

CONTACT:

Interested applicants should email their resume, cover letter, 2 writing samples, 2 graphics, and 2 references to Brian Hodgdon at bchodgdon@gmail.com. Please make the subject line of the email "Digital Media Intern." Only candidates selected for interviews will be contacted. Applications will be accepted until the position is filled.