

SHORT NORTH ARTS DISTRICT

SHORT NORTH ALLIANCE

ADMINISTRATIVE OFFICE

875 N. High St, 3rd Floor
Columbus, OH 43215

P/ 614.299.8050

SAFETY OFFICE

1181 Mt. Pleasant Ave
Columbus, OH 43215

SHORT NORTH ALLIANCE SOCIAL MEDIA & MARKETING INTERNSHIP

Develop valuable workplace skills and experience in one of the most exciting and dynamic urban communities: the Short North Arts District! This intern primarily supports marketing efforts of the organization, including social media.

About the Organization

The Short North Alliance (SNA) is a 501(c)3 nonprofit organization serving both the property owners and business owners of the Short North Arts District and surrounding area. Our mission is to nurture the Short North Arts District, High Street, East 5th Avenue, and North Fourth Street commercial corridors as vibrant, creative, and inclusive communities and leading arts destinations.

Intern Roles and Responsibilities

Intern assists with a variety of responsibilities related to social media, including:

- content creation and curation
- copywriting
- scheduling, and live posting
- social media monitoring & engagement
- toolkit creation and distribution
- analytics

Intern may also support additional communications, marketing, and outreach efforts, and other tasks as assigned.

Minimum Qualifications

Candidates must possess strong project management skills, written and verbal communication skills, excellent organizational skills, standard computer skills including proficiency in G Suite, strong maturity and dependability, and ability to follow detailed instructions. Photography and/or videography experience is a plus. Candidates must be able to multitask in a fast-paced event environment. Desired degree programs include Communications, Public Relations, and Marketing, New Media, etc.

Applicant requirements to be considered as candidates include:

- Availability for 12-15 hours per week, including work time during Monday through Friday 9am-5pm, as well as nights and weekends as needed for special events (ex. Gallery Hop, the first Saturday of the month)
- Must have a laptop
- Must have completed at least four semesters of a Bachelor's program
- Available to start internship by July 6, 2022, or sooner

Duration

Minimum internship end date: September 31, 2022.

Interns may be invited to continue internship beyond end date if job performance is satisfactory.

Compensation

Interns will be compensated at a rate of \$12/hour.

Application Instructions

Interested applicants should send a resume and cover letter to info@shortnorth.org with the subject: Short North Alliance Internship – Your Name. No calls will be accepted. If you have any questions, please feel free to email info@shortnorth.org.

