



Social Media Intern

Job Description:

We are looking for an intern with a passion for social media who will assist with the marketing department in daily and weekly tasks. This position works closely with the marketing team to assist with key projects and requires excellent communication skills.

Position Responsibilities:

This role has plenty of variety and requires some serious multi-tasking, such as assisting with:

- Planning and implementing social posts.
- Maintaining social content calendar.
- Creating eye-catching images and videos for posts.
- Expertly respond to follower questions, comments and posts.
- Retweeting and sharing relevant content.
- Managing on-going social contests.
- Monitoring social media web analytics.

Qualifications:

- Pursuing a bachelor's degree in Marketing, Communications, Journalism or related field.
- Excellent attention to detail and highly organized.
- Passionate about Marketing/Communications.
- Experience in, or an understanding of, Marketing.
- Proficiency in social media platforms such as Facebook, Instagram, Twitter, Pinterest and TikTok.
- Strong problem solving and troubleshooting skills.

This opening is for our Topeka office. To apply, email marketing@studenttreasures.com with your resume and cover letter.