

The Family Support Center's mission is to protect children, strengthen families, and prevent child abuse. As a local nonprofit agency, we could not do any of this without your support. Every internship position helps the agency provide critical services to community members in need.

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**Position Title:** Marketing and Community Engagement Intern

**Position Description:** Marketing and Community Engagement interns assist the Family Support Center in marketing and engaging on our social media platforms, seeking out new social connections, and creating media content.

**Reports To/Supervisor:** Community Engagement Manager

**Length of Commitment:** 5 -10 Hours a Week  
May 10<sup>th</sup> – August 14<sup>th</sup>

**Location of Volunteer Work:** Remote

**Requirements:**

- 18+ Years of Age
- Proficient Computer Knowledge (Word, Excel, PowerPoint, Data Management Systems)

**Duties:**

- Learn the basics of nonprofit marketing.
- Support development needs as they arise, such as support for special events and fundraising events.
- Connecting with potential donors, foundations, and grantors for financial or in-kind gifts.
- Create new and original content to support marketing, newsletter, and annual reports with current or past clients to document their stories and share our program successes.
- Help develop new promotional content including Facebook, Instagram, and twitter posts that tell of the organization's mission, work, successes, and provide resources and information for parents and families.
- Help to generate images for use in agency publications and on the website, including the securing of photo release forms from clients.
- Bring your new ideas, energy, enthusiasm, creativity, and story-telling abilities.

**Qualifications:**

- Must have an interest in media marketing and community engagement.
- Able to effectively communicate both verbally and in writing.
- Strong time management and organizational skills
- Ability to maintain detailed records and confidential information

For more information or questions specific to this position, please contact your Volunteer Coordinator, Courtney Eborn via email or phone: [volunteer.coordinator@familysupportcenter.org](mailto:volunteer.coordinator@familysupportcenter.org) or 801-955-9110 x102