

Position Description

Job Title: Social Media Intern

Summary: Streamline and update the company's existing social media presences and collaborate with owners and staff to develop a social media strategy for Independence Gardens.

Requirements

- Arrange to earn academic credit for internship with Independence Gardens.
- Complete all paperwork for Independence Gardens and sponsoring institution accurately and on time.
- Demonstrate interest in developing creative approaches to social media outreach and business marketing.
- Work well both individually and as part of a team.
- Represent Independence Gardens positively in the community.

Preferred Qualifications

- Commitment to organic gardening, edible landscaping, land management issues, and/or community outreach.
- Experience in social media outreach strategy and execution.
- Familiarity with and connections in diverse Portland communities.
- Multiple language proficiencies.

Logistics

- A detailed work plan, reflecting the length and time commitment of the internship and interests of the intern, will be developed in the first week. Progress will be measured according to the work plan; work is highly self-directed.
- Formal meetings with supervisor(s) will be required weekly, as will informal check-ins between these meetings.
- Office space and equipment is not provided. Work can be carried out in any physical location, as long as the intern's work plan is achievable on schedule.

Time Frame and Compensation

- The length of this internship and compensation will be arranged between the intern, the sponsoring institution, and the company.

To Apply

- Submit your resume and two letters of reference with a portfolio of your social media work, if you have one, to IndependenceGardensPDX@gmail.com.
- Applications are reviewed and interns selected approximately quarterly.