



SCRIPPS HOWARD INTERNSHIP

Anticipated Time Frame: Spring Semester 2021

Working Hours: 10-12 hours per week

Status: Paid position through grant funding from Scripps Howard Foundation. \$10/hour for 10-12 hours per week for a semester

All applications must be submitted by 11/1/2020

Job Description

This internship will work support to promote the mission, vision, cause, and associated events in accordance with our branding standards. This individual will operate as an element of the overall marketing, communications, and design plan in order to display cohesive marketing campaigns and maintain 1N5's authentic brand. This individual must have an interest and passion for the mental health education arena.

Only undergraduate students at the junior or senior level from the University of Cincinnati (UC), Xavier University (XU) or Northern Kentucky University (NKU) majoring in communications, marketing, and/or public relations are eligible to apply.

Job Duties:

- Help identify, plan, and implement new communication strategies, platforms and tactics.
- Conduct research related to major projects, campaigns, or events.
- Proofread, fact-check, and edit communications materials.
- Assist in development of messaging for marketing and promotional materials including social media messaging.
- Identify opportunities to strengthen 1N5's social media and digital communication presence.
- Assist with community partnerships and create detailed project guidelines.
- Build and maintain targeted media contact databases and conduct media outreach when applicable.
- Support event coordination for large-scale events and fundraisers, including media and communication support.
- Assist with grant writing and research.

Qualifications:

- Excellent organizational and prioritization skills
- Solid research and technical skills
- Digitally savvy- online/social/mobile
- Responsible, creative, and enthusiastic about social change
- Strong time management skills, ability to multi-task
- Excellent written communication and listening skills
- Able to work well independently, be self-motivated, and a team player
- Excellent attention to detail
- Must be trustworthy and reliable
- Must possess a professional demeanor and able to operate on tight deadlines

To apply submit online application and include CV/resume (no more than two pages) and cover letter (no more than 550 words) or email above information to Beth Dulle: beth_dulle@1N5.org. Please include any non-profit work that you've done to date. Please also state clearly how you would bring your knowledge, skills and experience to the role, and how this opportunity would help your future career development.