

chamber RVA

SERVING THE RICHMOND REGION



ChamberRVA Marketing & Communications

Fall 2017 Social Media Marketing Internship

Duration: September – December 2017

About Internship:

ChamberRVA is seeking a creative student intern to join its Marketing team for the Fall 2017 semester. The primary function of this position will be to assist with creation and management of digital assets on www.chamberrva.com and social media accounts of ChamberRVA. The ideal candidate will have experience in social media promotion, as well as basic graphic design abilities and experience writing/editing web copy.

This internship reports to the Executive Vice President, Chrystal Neal. It offers the intern a unique chance to not only hone social media and graphic design skills, but also to help make a significant positive impact in the Richmond Region by helping promote the efforts of the ChamberRVA's members as well as marketing ChamberRVA programming and events that support those businesses.

Required Skills:

Social media posting experience on multiple channels, including innovative strategies to reach different audiences

Proficiency in Adobe Photoshop, Illustrator and/or InDesign

Experience copywriting / copyediting for web content and social media channels

Strong attention to detail

Quick learner and eagerness to learn new skills

Must be able to make own travel arrangements to be onsite

Schedule & Hours:

This internship will begin in September 2017 and run for 10 weeks (through beginning to mid-December). Each week the intern will be expected to be available and onsite for 8-10 hours a week, between normal business hours (9am – 5pm). The schedule can be flexible depending on class schedule, and does not need to be in continuous blocks of time.

Location

The location of this internship will be at ChamberRVA's offices located at 919 East Main Street, Ste. 1700, in downtown Richmond. Intern must be able to provide their own transportation.

Compensation

\$10 / hour

Interested in applying?

Please send a cover letter and resume to Chrystal Neal at chrystal.neal@chamberrva.com. Applications will only be considered from current students (undergraduate or post graduate). An offer is contingent on successful completion of a drug test.

About The Chamber

ChamberRVA is a not-for-profit business membership association. We are building a thriving business community by supporting the success of our members, providing a strong business voice and developing leaders and entrepreneurs. We aim to be the driver of a business community that is a transformational force in a region recognized as a magnet for talent, a hotbed for innovation and an exciting place to grow a business. Since 1867, ChamberRVA has taken the lead to enhance and institute change in the Richmond Region, making the region an ideal location for businesses to prosper.