**Social Media Intern**

**Description**

Arizona Burn Foundation is looking for a Social Media Intern to join our team. The ideal applicant will possess strong knowledge of the digital media landscape, including various social media sites. The successful candidate will be responsible for contributing to website redesign projects, monitoring and posting on blogs and social networks, engaging in online forums, and participating in online outreach and promotion. Those looking to gain valuable online media experience with an established organization are encouraged to apply. Hours may vary, depending on candidate’s availability.

**Responsibilities**

* Work with the Chief Operations Officer to create and implement campaigns
* Develop content calendars on a weekly and monthly basis for company brands
* Monitor analytics with social media team to identify viable ideas
* Create engaging blog and social media content
* Provide support to our Development Manager at live and online events

**Skills**

* Working towards a Bachelor’s Degree in Communications, Non-profit, or related field
* 2+ years’ experience in social media/marketing
* Excellent oral and written communication skills
* In-depth working knowledge of Facebook, Twitter, Instagram, YouTube, Vimeo, and Linkedin
* Experience with social media analytics, including Google Analytics and Facebook Insights
* Basic knowledge of Photoshop

**How to apply**

To apply, please send your resume and letter of interest to Mik Milem, COO at [mik.milem@azburn.org](mailto:mik.milem@azburn.org).