



Marketing / Social Media Account Intern

Location: Downtown Puyallup

Hours: Approximately 10 hours per week

Organizational Summary

For more than 40 years, Puyallup Valley St. Francis House has served as a center of compassionate presence and service that eases the hardships of those in need in East Pierce County. Our mission is to offer hope for the future by providing basic needs of clothing and food, as well as resources and classes that help individuals build skills toward self-reliance and family stability. In 2015, we served approximately 8,000 individuals agency-wide. All services are provided free of charge.

Duties and Responsibilities

The duties and responsibilities will involve assisting the Development Director in the following areas:

- 1) Engaging various audiences through social media channels by:
 - Creating, developing and maintaining new campaigns for marketing endeavors of the company.
 - Drive brand promotion campaigns on various social media sites like Facebook, Twitter, Instagram, YouTube, LinkedIn or Google +.
 - Monitor the progress of the campaigns with the help of web analytic tools.
 - Answer directly to inquiries that are posted on the sites.
 - Continuously create new content and ideas and establish the effectiveness of these ideas.

- 2) Developing print marketing materials for special events and/or other projects and advertising campaigns.

Skills and Qualifications

- Passion for charity work!
- Above average writing skills, creative thinking, great work ethic, entrepreneurial drive, and a willingness to learn.
- Should have problem solving skills to analyze the best possible way to communicate the company's message and campaigns on social media sites.
- Most importantly, a Social Media Account Intern has to be tech savvy as the nature of their work requires skillful use of the computer and web.

Benefits

- Approximately 10 hours per week
- Work from home (1 in-person meeting per week)

- Valuable, hands-on work experience
- Recommendation Letter and Professional Reference
- Possible college credit (*if you are enrolled in a program that requires an internship completion, we are happy to work with your school and instructor*).

To Apply:

Please email cover letter, complete resume, and two references with names and telephone numbers to: janel@puyallupfranchishouse.org with **Internship Position** in the subject line.

For more information about our organization, please visit our website at:
www.puyallupfranchishouse.org