



Communications Intern (2 positions available)

Monument Impact's vision is to empower people to build a strong and vibrant quality of life. Our mission is to engage with the community to provide training and tools in order for people to become economically self-sufficient, healthy and safe, civically engaged, connected to each other, and committed to lifelong learning. Internships at Monument Impact require individuals who are committed to being involved in the community and to helping carry out this vision and mission.

Internship Summary:

The Communications and Marketing Intern is responsible for connecting the Monument Impact with the community—both in the Monument Corridor and throughout Concord. This internship is designed to give an authentic, hands-on experience of working in a trusted community non-profit organization in a communications role. You will support the Communications Team with various projects, including helping revamp our social media, managing social media posts, writing blogs, ensuring our website is up-to-date with fresh content, and helping develop a regular e-newsletter.

Qualifications:

1. Bachelor's Degree or working towards a degree in Communications, Marketing & Public Relations or similar area preferred
2. Excellent written and oral communication skills in English and, ideally, also in Spanish.
3. Great eye for captivating visuals, ability to choose engaging and contextual images.
4. Ability to prioritize and manage multiple simultaneous projects with acute attention to detail.
5. Must be able to work independently and use critical thinking skills to implement and improve marketing efforts.
6. Experience working in a multi-cultural environment, with the ability to build strong working relationships with diverse groups of people

Skills:

Required — Proficiency in Microsoft Office Suite, skills in Social Media communications and management, blogging, writing and editing, and storytelling

Preferred — Back-end website knowledge a plus (in Word Press), and skills in Adobe Photoshop and/or In-Design. Bilingual Spanish/English

Time Commitment: The ideal candidate will be able to work 10 hours a week and will be expected to create and stick to a weekly schedule.

Please submit your Resume and Cover Letter to info@monumentimpact.org with "Communications Intern" in the subject line.