PIRC Communications Intern
Job Description

Prevention Innovations Research Center (PIRC) is seeking two undergraduate students to help manage PIRC’s social media accounts for 8-10 hours/week, with the potential to extend into a full year internship, pending review. Applicants should be interested in the field of sexual and relationship violence prevention and response and have a commitment to social justice.

Responsibilities:
- Keep PIRC communications accounts updated (Facebook, Twitter, Instagram and PIRC Blog)
- Use Hootsuite to plan and outline posts for the week
- Respond to posts or comments to bring value to user interactions with PIRC
- Post updates, news and announcements in a timely manner using appropriate content
- Research articles, stories, resources or other content relevant to the PIRC mission
- Update Facebook, Twitter and Instagram accounts with current and relevant photos, video, or other content from PIRC activities, trainings, and events
- Attend weekly PIRC communications meetings

Requirements:
- Interest in the PIRC mission of ending sexual and relationship violence and stalking
- Interest in and basic knowledge of social media and/or social media marketing.
- Strong written and verbal communication skills
- Ability to work well with others and collaborate effectively
- Experience with Facebook, Twitter, Instagram, and WordPress (or other blogging site)
- Basic knowledge of Microsoft applications, basic photo editing and video editing software, and internet browsers. Experience with Photoshop and InDesign a plus.
- Interest in current events and legislation effecting sexual and relationship violence and stalking practices and policies
- Creativity and enthusiasm a must 😊

Skills gained:
- Expertise in producing social media content
- Experience working on a team to develop messaging
- Experience coordinating social media strategies for a research center on a college campus
- Ability to develop social media posts that are appropriate for a higher-education setting
- Ability to plan and manage larger-scale, month-long social media campaigns (during Domestic Violence Awareness Month and Sexual Assault Awareness Month)
- Enhanced knowledge of the media conversation around sexual and relationship violence and stalking

Interested? Send your resume and a writing sample to caroline.leyva@unh.edu