

**Encounter Youth Internship
The Olive Branch Community Church**

Job Description for EY Social Media Intern

Position Description

Encounter Youth (EY) is seeking a creative and enthusiastic Communications, Marketing, or Public Relations student to work alongside our Youth Pastor, Jeremiah.

Interns will learn how to make marketing plans, and social media material for the non-profit industry. The interns will gain hands-on experience with planning events, marketing to specific audiences and creating engaging content. Interns are expected for minimum of 35 hours a week.

The Social Media Intern will collaborate with The Olive Branch / Young Adults Ministry leaders to engage people through social media platforms and help them connect to the ministries of the church.

Primary Duties and Responsibilities

- I. Content Creation: Create and publish content across various social media platforms, including Facebook, Twitter, Instagram, LinkedIn and Pinterest. Reflect the priorities of the church. Work with staff, contractors, and volunteers for graphic design, photography, video, copywriting, and related roles.
- II. Community Interaction: Monitor posts, conversations, shares, likes, and all other ways that social media action occurs. Engage interactively with the community. Represent the church's voice. Provide responses that connect people to ministry resources.
- III. Developing and create marketing content, including graphics, to be used on various social media platforms and events.
- IV. Assisting with shooting and editing video segments to be shared via live worship experience, and online across our various platforms.
- V. Pitching, developing and executing ideas for video, graphics and any other creative elements that will impact on our audiences
- VI. Assisting with development of flyers, newsletters, video campaigns, and photography.

Other Responsibilities

- I. Team: Meet regularly with team members for alignment, communication, reporting, and fun.

- II. Attend: Participate in weekend services every week.
- III. **Internship:** Communicate and fulfill school requirements.

Desired Skills, Abilities, and Characteristics

- I. **Personal Traits:** Highly motivated. Self-disciplined. Organized. Teachable. Team player.
- II. **Skills:** Digital native. Mobile tech pro.
- III. **Beneficial spiritual gifts:** creative communication, administration
- IV. **Education and experience:** Training in communications-related fields such as public relations, graphic design, copywriting, and photography. Demonstrated skill in social media as a marketing and communication toolset. At least one year of college or entering a related program.

Why Encounter Youth Internship:

- Flexible schedule
- Casual attire
- Hands-on training & experience
- Sense of ownership and creativity

What you gain:

- Purpose-driven, ministry work
- Accountability & mentoring
- Customer service & communication skills
- Time & project management
- Working with a team of dynamic individuals
- Cultural awareness

How to apply:

Email cover letter, resume, small portfolio including a writing sample, graphic and/or edited video content, and proof of enrollment to jeremiah@tob.ca - "Summer 2022 Social Media Internship Applicant" in the subject line. The deadline is May 31st. You will be contacted for an interview and next steps if your resume is being considered for the internship position.