



Position Title: Marketing Communications Intern

Department: Marketing and Brand Experience Department, in the main AHC building

Required Commitment Period: Spring Session, flexible hybrid schedule, minimum of 10 hours weekly; 120 hours total.

Start/End Dates: January 5th — April 5th, 2024

Application Deadline: December 4th, 2023, by 11:59 pm EST

General Description

The Marketing & Brand Experience team is responsible for promoting Atlanta History Center's diverse offerings and maintaining the organization's brand identity and voice onsite and online. We are looking for a Marketing Communications intern who is interested in learning more about the day-to-day operations of a marketing department at a museum. The ideal candidate will have great writing skills and social media experience with a strong focus in creating and editing reels.

Key Responsibilities

- Caption support for social posts.
- Help create and edit reels promoting Atlanta History Center products and events.
- Brainstorm and research ideas for original content.
- Support developing a monthly social media calendar.
- Proofreading and editing.
- Copywriting for monthly radio ads and e-marketing campaigns.
- Assist with blog content development.
- Asset management and assistance with updating photo libraries.

Desired Skills and Competencies

- Candidate must have proficient understanding of basic technological skills that will allow them to adapt quickly to working with new software resources and platforms.
- Currently enrolled in an undergraduate or graduate program.
- Strong written and oral communication skills, and strong organizational skills.
- Able to work and complete tasks under a deadline.
- Sensitivity to cultural and artistic diversity.
- Working knowledge of Facebook, Twitter, and Instagram (any previous experience in social media management is a bonus!)

TO APPLY: Interested applicants may [apply online](#) by filling out the application and attaching their resume and cover letter. If you have any questions, contact Volunteer Services at volunteerservices@atlantahistorycenter.com. No phone calls please. This is a non-paid internship.