



**Ensemble Eclectica**, an artistic interdisciplinary non-profit organization based in Columbia, SC, is looking for an energetic intern to assist with **marketing, communications, and graphic design**.

**RESPONSIBILITIES** include but are not limited to:

- Create and manage content on social media platforms (Facebook, Instagram, YouTube, and Twitter)
- Create social media campaigns to grow **Ensemble Eclectica's** presence and follower base
- Assist with creative ways to keep website and social media platforms current and engage with new and already established followers
- Research, develop, and track social media to learn best practices to be applied to future campaigns
- Assist with writing short blogs and developing other measures to keep the *Ensemble Eclectica* visible during post- pandemic recovery.

**QUALIFICATIONS:**

Interested candidate should possess:

- Strong background in communication skills, especially written
- Proficient knowledge of different social media platforms and how to use each one efficiently to meet the necessary goals
- Excellent organizational skills
- Knowledge of and an ability to communicate thoughts clearly and produce content promoting **Ensemble Eclectica's** mission and vision
- Motivation, flexibility, attention to detail, and creativity are a must
- Experience with Microsoft Office and different graphics design programs
- Video production skills are a major plus
- Familiarity with non-profits is a plus, but not necessary

**COMPENSATION:**

There is no stipend for this internship. This position is ideal for someone who's interested in pre-professional training through hands on career experiences in public relations and marketing. It is an ideal way to learn what it takes to run an artistic non-profit organization creatively and successfully in the 21 century while also increasing one's potential for future employment. Other advantages to get involved include:

- Resume and portfolio growth
- Networking Opportunities

**SCHEDULE:**

140 semester hours, flexible schedule. Spring 2022.

**REPORTING RELATIONSHIPS:**

Interns will work closely with *Ensemble Eclectica's* Executive Director and the Board of Directors.

**APPLICATION PROCESS:**

Please submit all application materials, such as letter expressing interest in this position including applicant's qualifications, short resume, work samples (if available), and work availability to: [ensembleeclectica@gmail.com](mailto:ensembleeclectica@gmail.com)

**STARTING DATE:**

Spring semester, 2022

To learn more about *Ensemble Eclectica*, visit our website: <https://www.ensembleeclectica.org/>