



TRI-STATE STEELHEADERS

SALMON ENHANCEMENT GROUP

PO Box 1375 Walla Walla, WA 99362 | (509) 529.3543 | www.tristatesteelheaders.com

Media and Outreach Internship

Title: Media and Outreach Intern

Location: Walla Walla, WA

Schedule: Part time (5-10 hours/week average), September 1 – December 15, 2018. Flexible and variable schedule, with availability needed for photo and video shoots. Work is typically during regular business hours when working in our office. Choose your own schedule when working remotely. Start and end dates will correspond to the fall term, but are negotiable.

Compensation: This is an unpaid internship.

Description:

Our mission is salmon recovery through habitat restoration, education, and promoting sustainable fishing.

The Media and Outreach Intern will further our mission by creating outreach materials for general use, fundraising, social media, and our website.

Duties:

- Review our communications plan
- Review our website, recommend new content
- Create original photo and video content
- Edit original content for use in outreach materials, website, and social media
- Assist in creating printed outreach materials (layout and formatting)
- Research and recommend outreach opportunities in the community
- Explore the utility of social media platforms not currently used
- Assist with quarterly newsletter

If time allows:

- Assist with an annual appeal campaign
- Create marketing materials for special events
- Create graphics and infographics

Qualifications:

Study in a major related to marketing, media, or art
Able to provide own photo and video equipment and editing software
Able to provide own transportation (mileage is reimbursable)
Familiarity with Microsoft Office software
Familiarity with photo and video editing software
Knowledge of Squarespace preferred
Knowledge of social media platforms
Good organization and communication skills
Reliable, self-starter

Benefit to Intern:

Gain knowledge of nonprofit organization operation
Gain practical experience with creating print and short video media
Gain practical experience with website maintenance

To Apply:

Email your application to tssfsh@tristatesteelheaders.com

Include your resume and cover letter explaining your interest in our internship, any examples of photo or video media you have created, and your anticipated availability.
