



Girls on the Run of Bexar County

Social Media and Marketing Intern

Organization Description

Girls on the Run Bexar County (GOTRBC) is a 501c3 non-profit, community-based organization offering programs that inspire girls to be joyful, healthy, and confident using a fun, experience-based curriculum which creatively integrates running. For more information visit our website, www.gotrsanantonio.org.

Position Summary

This position is responsible for monitoring and coordinating the GOTRBC marketing plan; collaborating with the volunteer Marketing Team; and working with social media platforms including Instagram, Facebook, Twitter, and LinkedIn. This role will be beneficial to our organization by increasing social media presence and attracting attention to our organization and our programs. The Marketing and Social Media Intern will work closely with the Community Outreach Manager and the Program Manager.

- Part-time from August to December (Fall semester) or January to May (Spring semester)
- Hours are flexible and will be determined together with the intern. A minimum of 10 hours/week is required.

This is an unpaid internship, although we will work with successful applicants to obtain school credit if desired.

Responsibilities:

Responsibilities are provided as examples of possible work. Actual focus will be determined based on the organization's needs as well as intern's areas of interest and skills. Training and support are available.

- Assist in planning content for quarterly newsletter
- Develop content for social media calendar/plan
- Communicate with Marketing Team/Graphic Design to produce images for social media content
- Monitor social media platforms including Instagram, Facebook, Twitter, and LinkedIn
- Track social media analytics and report results in Airtable
- Interact with community partners online and direct message new followers to thank them for interacting and showing an interest in our pages
- Attend monthly Marketing meetings with staff and volunteers
- Other duties as required

Qualifications

- A strong belief in the mission of Girls on the Run



Girls on the Run of Bexar County

- Juniors and Seniors pursuing a bachelor's degree, recent graduates, or students pursuing a master's degree in business, public health, marketing, public relations, communications, nonprofit management, public affairs, or a related field
- Social media management experience
- Excellent organizational skills
- Excellent communication skills
- Microsoft Word, Excel, and PowerPoint experience
- Ability to complete administrative tasks from a home/dorm office and computer
- Self-starter, flexible, and able to manage multiple tasks
- Excellent project management, collaboration, and team participation skills
- Understands and embraces diversity and inclusiveness in thought, word, and action
- Understands and embraces a healthy lifestyle in thought, word, and action
- Ability to drive plus the availability of an insured vehicle to get to and from program sites, meetings, and other events – preferred

All interested candidates send resume to:

Minka Misangyi, Executive Director
minka.misangyi@girlsontherun.org
210-901-0167

Candidates will then be asked to submit an online volunteer registration form and pass a background check.