

Maier Museum Marketing Internship Summer 2023

DETAILS:

\$2,500 Stipend

10 weeks, 25 hours/week (or 250 hours)

On-campus housing available

Academic credit optional.

Eligibility – Randolph College rising sophomores, juniors & seniors / Students graduating in 2023

Work with the Maier Museum's Administrative Manager, Kathleen Fort, to support the Museum's digital storytelling and marketing efforts by generating new ideas for the Museum's social media communications calendar across all social platforms (including Facebook, Instagram, and YouTube) and the Museum's website.

- Update and maintain social media communications calendar.
- Assist with managing, curating, and pitching ideas for videos, images, graphics, content and copy for social media platforms and website.
- In addition to these responsibilities, the Museum Marketing Intern will be given opportunities to assist with visitor services and collections management.

Requirements:

- Interest in and/or background/knowledge in social media and web management, marketing, public relations, journalism, art history, and/or museum operations.
- Knowledge of and/or interest in art generally and specifically in the Maier Museum of Art collection.
- Strong writer and creative thinker.

Preferred but NOT required:

- Proficient computer skills, including Microsoft Office Suite (Word, PowerPoint, and Excel) and G-Suite.
- Previous experience working with the Adobe Creative Suite (Photoshop, Illustrator, Premiere Pro) and with social media management platforms.
- Assist with clipping, resizing, recutting, and otherwise optimizing images, graphics, and video for each platform and the Museum's website.
- Create and edit short, visually-striking, sharable multimedia stories for various platforms, especially short videos for the Museum's YouTube channel and virtual presence.

INTERESTED?

To apply, please send resume, cover letter, transcript, and letter of recommendation to Laura McManus, Curator of Education: lmcmamus@randolphcollege.edu by April 3, 2023.