



Content Creator Internship

Become a Part of the Child Advocates of Silicon Valley Team

Child Advocates works to ensure every foster child in Silicon Valley, who has been abused, neglected and/or abandoned, has the nurturing support and resources needed to thrive. We are looking for people who put children first. People whose compassion leads to hard work and impact. At Child Advocates, it's about each person bringing skills and passion - their best - so that we can be there for every foster child.

About the Role

We're looking for a Content Creator Intern to join the marketing team, which is responsible for increasing awareness for the work of Child Advocates, attracting new volunteers and donors to our mission and supporting efforts to engage current volunteers and donors. This role will support and/or lead content creation, from inception to final delivery, for all social media channels along with other communication platforms. This means creating messaging and visual concepts to establish new ideas on how to engage with the agency's audience to further support the mission. We want someone who is passionate about creative storytelling, someone with a great working knowledge of social media, design and that brings positive energy to a collaborative team.

How You'll Have an Impact

The applicant hired as our Content Creator Intern will be responsible for:

- Assist Marketing Specialist with brainstorming social media campaigns.
- Learn and become proficient using Canva.
- Draft social media calendars that are timely .
- Design social media assets for all platforms using Canva.
- Support the implementation of social media campaigns.
- Monitor and report social media opportunities and engagement to Marketing Specialist.

Agency Support

- Participating in agency events and activities, as requested.
- Participating in agency projects and initiatives, as requested.
- Completing all other duties as assigned.

What We're Looking For

Experience

- Previous content creation/social media internship is a plus but not required.
- Must have an online portfolio of creative work, including professional, personal and/or student projects.
- Must be able to commit to at least 3 months.

Skills

- Excellent written and verbal communication skills.
- Social media fluency (Facebook, Instagram Twitter & LinkedIn).

- Basic knowledge of design software (Canva).
- Basic knowledge using social media management platform (Hootsuite & Meta's Creator Studio).
- Working knowledge of Google products and the ability to learn other basic computer programs.

Important Details

Supervisor: Director of Strategic Marketing & Communications

Status: Internship (10 - 12 weeks)

Location: Milpitas, California

Salary: This is an unpaid internship although college credit is available.

Applicants must be able to work a variety of hours, including evenings and weekends.

Applicants must have a valid California Driver's License and current automobile insurance.

Applicants must be able to successfully pass a formal background check: FBI, DOJ, CACI, DMV.

How to Apply

Please submit your resume to marketing@childadvocatessv.org with the subject line, "Content Creator Intern Position".

Equal Employment Opportunity Statement

Child Advocates is committed to employing a diverse workforce. Qualified applicants will receive consideration without regard to race, color, religion, sex, national origin, age, sexual orientation, gender identity, gender expression, veteran status or disability.