



## Social Media Internship

### Position Summary:

Long Beach BLAST and the Long Beach Convention and Visitors Bureau is seeking a Social Media Intern to help administer and support BLAST's overall work inspiring the youth that need it the most. An internship consists of no less than 60 hours spread out over at least twelve weeks or as required by your Internship Program. Initial scheduling is flexible, but it should remain consistent throughout the internship. If chosen, this individual would work closely with the CVB's talented social media team.

### Requirements:

1. Complete supplementary internship application (attached)
2. Schedule an interview with BLAST and the CVB
3. Attend an internship onboarding meeting and training
4. Commit to 60 or more hours and at least 12 consistent weeks or as required by your internship program
5. Availability between 8:00am and 4:00pm

### Essential Functions:

1. Learn, manage and improve all Social Media platforms at BLAST including:
  - Instagram
  - Facebook
  - Twitter
  - YouTube
2. Answer follower/reader comments and respond positively to them.
3. Perform other duties as assigned

### Qualifications:

1. Experience in storytelling and script writing
2. Experience shooting and editing photos and video on mobile devices
3. Proven ability to be self-directed and work well in a team
4. Creative, flexible, enthusiastic, and highly motivated
5. Excellent interpersonal, verbal and written communication skills
6. Highly organized with exceptional self-management skills (i.e. time management and prioritizing)

**How to Apply:** Email your resume, cover letter and the following page completed to: [jon@lbblast.org](mailto:jon@lbblast.org)

**Other Information:** Long Beach BLAST is an equal opportunity employer. For more information about our organization and programs, please visit our website at [www.lbblast.org](http://www.lbblast.org)



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Thank you for your interest in the Social Media Internship position. To apply for this position, please answer the following questions and submit your application and resume to [jon@lbbblast.org](mailto:jon@lbbblast.org). You should have availability between 8:00am-4:00pm (more details during the interview).

**Learning Outcomes:** Successful interns will learn how to:

- ✓ Manage a business Instagram, Twitter, Facebook and YouTube account and boost followers and engagement
- ✓ Manage a website blog and increase community awareness
- ✓ Work within a professional social media team

**Name:**

**College:**

**Major:**

**Email:**

**Phone Number:**

**Are you interning for class credit:** Yes/No      **If yes, how many hours do you need:**

**Availability:**

	8:00am-10:00am	10:00am-12:00pm	12:00pm-2:00pm	2:00pm-4:00pm
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				

**Additional availability:**

1. Please explain why you are interested in this position.

2. How do you see this experience fitting into your future academic or professional plans?

3. Why do you love social media and growing community awareness?

4. What skills and/or experience do you have that make you a good candidate for this internship position?