**Social Media Marketing Intern**

**Description**

Reporting to our social media director, this position will assist with ideation, social content planning, scheduling and posting, assisting with post creation, community management, sourcing content, and more. Above all, this is an opportunity for the right candidate to learn how a fast-growing startup works, while adding value to a lean organization and seeing the immediate impact of good work.

**Some things you’ll be doing:**

- Work with WWT social media director to plan content for WWT's social accounts.

- You will help plan cultural calendars and assist in brainstorming new content, with the opportunity to pitch and execute on new ideas.

- Stay abreast of trends and conversations happening on social media and assist in adapting them for WWT’s social media.

- Assist in writing social copy and post planning, under clear guidance.

- Social media Listening

- Managing social media calendar

- Social media engagement

- Source on-brand imagery and inspiration.

- Assist in researching and approaching influencer partners. Assist in content capture for internal/external content promo, moments and events.

- Help to moderate across WWT’s Instagram properties.
- Assist with other administrative and copy tasks as needed.
- Creating fun, creative content to distribute across a variety of social media platforms. - Build meaningful content and engagement to further the WWT brand visibility.
- The sky is the limit! ; )

**Time Commitment:** Minimum total of 10 hours/week. Schedule is flexible. **Location:** REMOTE
**Remuneration:** This is an unpaid position.

Any trouble? Please email brianna@wonderwomentech.com.

Please specify in the subject line which internship position you are applying for.

**Number of positions available:** 4

**Requirements**

* Believe in and support of Wonder Women Tech and women in S.T.E.A.M
* Strong attention to detail with well-honed organizational skills.
* Excellent verbal and written communication skills.
* Keen eye for grammar and spelling.
* A knack for using Instagram and Twitter, close familiarity with Instagram Stories, and IGTV.
* Ability to multi-task, manage own time effectively, with a global cross functional team.
* Eagerness and willingness to learn many different skills.
* Creativity and a very keen sense of brand aesthetics.
* Interest in and understanding of the Instagram, and broader SM landscape, with passionate ideas about how to innovate and stay ahead of the curve. A strong, demonstrable grasp of the WWT tone of voice.
* Being a student/recent graduate of a degree in journalism or communications is a plus.

**Apply Here:** [https://www.internships.com/posting/ccm\_e8d9c809-3436-4bb3-8f20- 97890cb3c894](https://www.internships.com/posting/ccm_e8d9c809-3436-4bb3-8f20-%2097890cb3c894)

**Public Relations Intern**

**Description**

We are looking for poised and charismatic individuals with a strong interest in public relations, a great eye for detail and knowledge of current media trends, as well as excellent writing skills. The candidate must be able to wear many hats and be motivated to learn about the PR industry.

• Assist with all stages of brand event placement including research and email requests.

* Assist in creating and/or proofreading press releases.
* Assist in writing, under clear guidance.
* Assist with all stages of media placement including research and email requests.
* Create lists of potential sponsors for Wonder Women Tech events.
* Help with day-to day operations and administrative duties.
* Engage with our global community and build publicity campaigns and strategy.
* Build outreach strategies and execute accordingly to build overall brand awareness.
* Conduct publicity outreach.
* Build strategic partners and media lists.
* Conduct press outreach for WWT events and initiatives including conferences, podcasts, speaking engagements, and more.

**Time Commitment:** Minimum total of 10 hours/week. Schedule is flexible. **Location:** Long Beach, CA/ REMOTE
**Remuneration:** This is an unpaid position.

Need more information? Please email brianna@wonderwomentech.com. Please specify in the subject line which internship position you are applying for.

**Number of positions available:** 2

**Requirements**

* Must be pursuing a degree in Public Relations, Business Administration, Business Management, Journalism, or Communications.
* Must be able to use Microsoft Office and Google Suite.
* Must have strong writing skills.
* Must be familiar with different media platforms.
* Must take directions well and be able to provide self direction when necessary.
* Must be a team player.
* Must have strong attention to detail.
* Must be able to multi-task when necessary and prioritize activities.
* Must have excellent written and verbal communication skills
* Must work well under pressure and meet tight deadlines

**Apply Here:** <https://www.internships.com/posting/ccm_1112176a-5f74-44bc-a165-bf0d864fc0ba>

**Marketing Intern**

**Description**

Are you a motivated and enthusiastic individual who enjoys being part of a revolutionary team of visionaries building a global organization? If you’re a smart, creative, Business Development and Marketing professional and have a passion for technology and social good – this is a great fit!

The development and marketing intern will be responsible for researching contacts, including local businesses, nonprofit organizations and individuals who could partner with Wonder Women Tech. The intern will then be responsible for presenting partnership prospects to WWT’s core team of directors and may participate in the strategic planning of all logistics necessary to confirm partnership. In addition to this project, the intern will have the opportunity to assist with other marketing projects such as researching creative marketing opportunities on an as-needed basis.

The Marketing Intern develops, establishes and maintains marketing strategies that meet our organizational objectives. This position is responsible for effective management of the marketing, advertising and promotional activities of the organization.

**Responsibilities**

* Marketing and Communications
* Assist in writing, under clear guidance.
* Coordinate and manage opportunities for local and global marketing, advertising and promoting WWT activities and staff.
* Liaise with media and advertising
* Conduct analysis of client research, current market conditions and competitor information.
* Monitor, review and report on all marketing activity and results.
* Conduct market research to determine market requirements for a results-driven marketing plan.
* Develop and implement marketing plans and projects for new and existing projects.
* Analysis of client research, current market conditions and competitor information.

**Special Events/Development**

* Assist with the planning and execution of donor cultivation and stewardship events
* Assist with event collateral material including invitations, save the dates, signage, etc
* Direct mail campaigns
* Prospect research
* Social media marketing
* E-mail campaigns
* Work to research individuals/corporations and others for event and foundation support, ticket
* sales and in-kind donations in support of Foundation events.

**Time Commitment:** Minimum total of 10 hours/week. Schedule is flexible. **Location:** Long Beach, CA / REMOTE
**Remuneration:** This is an unpaid position.

Any trouble? Please email brianna@wonderwomentech.com.
Please specify in the subject line which internship position you are applying for. **Number of positions available:** 3

**Requirements**

* Communication, research, analytical natural skills.
* An interest and/or experience in the field of marketing
* Believe in and support of Wonder Women Tech and women in S.T.E.A.M
* A sense of professionalism and enthusiasm!
* Good teamworking skills
* Flexibility
* The ability to grasp client needs and consider practical solutions
* The ability to pay attention to detail

**Apply Here:** <https://www.internships.com/posting/ccm_7cdc9268-077a-4f49-8efd-375f5babd925>

**About Wonder Women Tech**

Wonder Women Tech (WWT) is a nonprofit organization and ecosystem that produces year-round programming and national and international conferences that highlight, educate, and celebrate women and the underrepresented in STEAM industries (Science, Technology, Engineering, Arts, Math), innovation and entrepreneurialism. Our conferences and programming offer a variety of speakers, panel discussions, coding classes, workshops, hackathons, diversity career fair, STEAM camps, community inclusion activities, thought leadership, and other dynamic programming geared towards empowering women, girls, people of color, LGBTQ, the underrepresented, and diverse communities. We seek to create a shift in diversity and inclusion within STEAM industries by offering revolutionary content and impactful discussions.