



## **NAMI Keystone Pennsylvania**

### Seeking: Communications Intern - Marketing and Development Team

NAMI Keystone Pennsylvania is seeking a Communications Intern to work with our Marketing and Development Team on ongoing communications activities for 2021. The intern will work with the NKPA team to promote annual programs and events. Tasks will include but are not limited to: creating social media content, organizing web content, taking photos, shooting video, writing news releases, grant writing, and researching media and development contacts. As an intern you will get to work directly with the organization and work on real projects that will help us expand our reach in the state.

We are looking for someone who is creative and thoughtful when interacting with online communities and building relationships via social media and our website. The ideal candidate is also someone who is interested in bringing a voice to the mental health community, individuals and families affected by mental illness, and other mental health advocates.

#### Qualifications:

- Education or experience in: Marketing, Communications, PR, Journalism, or other related discipline.
- Interest in education, advocacy and support for the mental health community.
- Highly proficient in using social media and understanding social media trends.
- Knowledgeable in creating a long-term social media plan and marketing calendar.
- Capable of tracking social media analytics, and reporting results and new ideas to our marketing team and staff.
- Ability to create compelling content and get it shared by influencers.
- Experience in graphic design is a plus.
- Highly organized, with an ability to prioritize time-sensitive assignments.
- Familiarity with Microsoft Office Suite.
- Experience with editing, blogging and/or writing compelling web content.

If this sounds interesting, we want to hear from you! Applications will be accepted until Friday, April 16, 2021.

The position begins June 1, 2021, and ends August, 13, 2021. You are expected to work between 6-8 hours a week. This is an unpaid position.

To apply please submit your resume and two professional letters of recommendation to Maria Kakay at [mkakay@namikeystonepa.org](mailto:mkakay@namikeystonepa.org), with subject heading "Communications Intern."