

The Messer Community Services Center is a 501c3 organization located in America's Historic Triangle. We serve and support nonprofits, small businesses, civic and service based organizations who provide life enhancing services for seniors, youth, and distressed families in Williamsburg, James City and York Counties.

Our 31,000 square foot facility is currently home to eight local services agencies to include:

- FISH, Inc.
- WJCC Community Action Agency
- WJCC Head Start
- Peninsula Agency on Aging
- Rotary Club
- Heart to Heart Career Training Center
- L&L Immigration Law
- Community Services Resource Network

We also provide meeting and event space and low or no cost to businesses and organizations seeking to improve our community.

This internship is an opportunity to gain experience in social media and brand management with a small nonprofit. The intern will work remotely while maintaining consistent communication with staff to manage and grow the organization's social media accounts, including Facebook, and LinkedIn. The intern's projects will directly impact the organization's ability to expand our reach to various audiences, as well as the development of future marketing strategies. Applicants should have an interest in marketing, communications, design, or other related field.

Responsibilities

- Produce regular content for Facebook, and LinkedIn accounts
- Schedule and post content using Canva, and Mail Chimp
- Analyze data from posts to recommend changes to social media strategy
- Develop and implement new ways to interact with and grow our target audiences
- Manage connections with other organizations via social media
- Create visual content for emails, website, and other marketing, as needed

The ideal candidate will

- Be a creative thinker
- Willing to offer new ideas and innovative ways to reach our audience
- Be self-motivated, well organized, and able to work well independently
- Have experience using Canva

Interested applicants please contact us at admin@communityservicescenter.com or 757-220-4249.