



111 Town Square Place - Suite 1201, Jersey City, NJ 07310

We are an agency based in New Jersey specializing in advertising, design, production, photography, web development and social media management. We are seeking an intern to begin in the Fall 2016.

Requirements

- Experience on social channels
- Time management and organizational skills
- Strong writing skills
- Pursuing a degree in marketing, advertising, communications, or similar field
- Knowledge of SproutSocial, Adobe Photoshop, SEO, Powerpoint a plus

Responsibilities

- Develop and maintain a social media strategy and calendar
- Post schedule on Facebook, LinkedIn, Twitter, Instagram
- Regular engagement with comments from audiences
- Evaluate analytics for social media platforms
- Work with Social Media Director to Provide Client Analysis
- Seek out new opportunities for promotion and exposure

Please send resume (include social media handles where available)

Cover Letter optional | Writing sample optional

Job Type: Internship

Required education:

- High school or equivalent