Social Media & Community Outreach
Internship Description

Cool & Associates LLC is a management consulting firm specializing in Hispanic strategy, training, marketing and communications. Established in Maryland in 2011, we provide innovative solutions to corporate, government and nonprofit clients in a variety of industries, including healthcare, social services, construction and financial services.

The *Social Media & Community Outreach Internship* is a position that will enable you to build your professional skills while contributing to the mission of building bridges across cultures while engaging and empowering Hispanics across the U.S.

The details of the position are as follows:

Primary Responsibilities:

- Engaging the mainstream community on a daily basis through creative social media campaigns and direct community outreach (via email/telephone/videoconference and social platforms)
- Working with a team of project managers and creative content developers to accomplish a variety of missions, including promoting voting and healthcare initiatives within the Hispanic community
- Organized and consistent tracking of all outreach efforts

Qualifications:

- Enthusiasm for connecting with and empowering the diverse communities
- An understanding of social media & mobile platforms, including Facebook, Instagram, Twitter, LinkedIn, Tik Tok, Snap Chat, and WhatsApp.
- Bilingual written and spoken communication skills (Spanish and English), and the ability to communicate effectively in a variety of situations
- Highly motivated, personable and creative
- Computer proficiency and organizational skills
- Flexibility and ability to work remotely 10-20 per week
- Ability to make a 4–6 month commitment

Position Benefits:

- Learning through collaboration with professionals experienced in the fields of marketing, communications, social media strategy and community outreach
- Fulfillment through engaging and empowering the Hispanic community during times of economic and health crisis
- Internship stipend of TBD

Diverse candidates are encouraged to apply
Cool & Associates LLC is an Equal Opportunity Employer   *Rev. 8/11/20*