

Central MN Sexual Assault Center

15 Riverside Dr. NE St. Cloud, MN 56304

Phone: 320-251-4357 | Website: [www.cmsac.org](http://www.cmsac.org) | Email: [cmsac@cmsac.org](mailto:cmsac@cmsac.org)

Position: Public Relations/Social Media Intern

The Central MN Sexual Assault Center is recruiting a Public Relations/Social Media intern to assist with the development of CMSAC's online presence within the four county communities in which CMSAC serves.

*\*Please note that this position is an unpaid internship\**

*What to expect:*

- Flexible schedule that allows you to work off site one day a week
- Creative opportunities to develop social media campaigns and contests
- Opportunities to become a part of staff committees on fundraising and awareness events
- Training and educational opportunities focused on social media and public relations available

*Intern Requirements:*

- At least 18 years of age
- Be working on or have a Bachelor's level degree
- Meet with Supervisor(s) during business hours at least once a week
- Must have excellent time management skills and be self-motivated with little to no direction
- Provide documentation of tasks completed each week to Supervisor
- Must have some knowledge and/or experience in using Facebook and Twitter
- Passionate about or interested in the field of sexual violence

*Preferred Skills and Training:*

- Completed or has developed a plan with Supervisor(s) on completing the 40-hour Sexual Assault Advocacy Training (**Strongly Preferred**)
- Be working on or have a Bachelor's level degree in one of the following areas: (**Strongly Preferred**)
  - Communications
  - Marketing
  - Fundraising
  - Advertising
- Commit to preparatory and ongoing reading on related issues

*Intern Projects May Include:*

- Researching and developing material to post on CMSAC's social media sites and website
- Continuously update and redesign CMSAC's website and social media sites, as assigned
- Develop and distribute press releases on events at CMSAC, as assigned
- Researching and contacting individuals and/or organizations on fundraising, donation, and/or grant opportunities
- Participate in committee meetings to discuss CMSAC's PR strategy for fundraising and awareness events
- Other miscellaneous projects

*To Apply: Please review intern description, and if qualified, please e-mail a cover letter & resume of related work and volunteer experience to [cmsac@cmsac.org](mailto:cmsac@cmsac.org) - use the subject line "PR Intern Application"*