

## Social Media Internship

The Arc of the Capital Area is a 501(c)(3) nonprofit organization committed to empowering Central Texans with intellectual and developmental disabilities and their families through compassionate case management and innovative programs. The Arc of the Capital Area is currently seeking motivated and excited intern to support our social media presence. We are looking for a creative self-starter intern who is available between 8:30 am – 3:00 pm, 10 - 15 minutes per week. This is an unpaid internship.

### Job Duties

- Assisting in creating the social media posting schedule
- Video editing
- Researching social media best practices
- Crafting messages, under supervision of a staff member

### Skills and Experience

- Experience with social media accounts, photography, videography
- Experience or desire to work with people with developmental and intellectual disabilities.
- Computer skills: Familiarity with Facebook, Twitter, LinkedIn, Instagram, photography, video and/or photography editing software.
- Candidates for the internship will have some experience with marketing, writing and/or social media. Strong written communication skills are important to this position as well.

Remote Internships available

**Please apply at [www.arcaustin.org/our-missionvision/careers](http://www.arcaustin.org/our-missionvision/careers)**

