



## COMMUNICATIONS ASSISTANT INTERNSHIP, FALL 2024

**Location:** Sarasota, FL - Hybrid

**Hours:** Up to 10 hours per week

**Term:** 10 weeks (09/09/2024 – 11/18/2024)

**Compensation:** \$15/hour, paid as a contractor

**Deadline:** 09/02/2024

We are looking for a creative and tech-savvy individual to join our team as a Communications Assistant focusing on video content for Instagram and TikTok. In this role, you will be instrumental in managing and enhancing our social media presence. Your responsibilities will include:

- Creating engaging visual content using Canva or Adobe tools
- Scheduling and posting, primarily videos (Reels/TikToks), on social media platforms
- Monitoring and analyzing social media metrics to increase engagement and reach
- Covering and gathering content from events in the Sarasota area

The ideal candidate should have strong visual design skills, experience in social media management, access to transportation and a passion for crafting compelling messages that align with our mission to promote justice, equality, and opportunity. The Assistant is expected to work in-person from one of the SCDP Offices for some of the week's hours.

This is a paid internship offering flexible hours and the opportunity to work in a hybrid setting. It's an excellent opportunity for someone looking to gain hands-on experience in a dynamic and mission-driven environment.

### **Mentorship**

The internship will include a mentorship facet involving a monthly paid lunch with a different veteran Sarasota-area communications professional of your choice.

*Funding or college credit may also be awarded through your university.*

### **Application Due 09/02/2024**

Submit resume and cover letter of no more than 250 words to [fmg.strategy@gmail.com](mailto:fmg.strategy@gmail.com).

### **Diversity and Inclusion Statement**

At SCDP, we believe that true freedom and fairness are only possible when every voice is heard and valued. Guided by our mission of "Your Values. Your Vision. Your Voice.," we are

committed to fostering an inclusive environment where justice, equality, and opportunity thrive for all.

We encourage the fullest participation by individuals from all backgrounds, ensuring that our work reflects the diverse perspectives and experiences of our community. We stand up for a society where everyone—regardless of race, ethnicity, gender identity, sexual orientation, religion, age, disability, or background—has the opportunity to contribute to and benefit from our collective efforts.

Our commitment to diversity and inclusion is at the heart of our mission to support candidates and policies that promote justice and equality. We welcome all who share our vision to join us in creating a fairer, more equitable society.