



## **VIRGINIA BEACH SPORTSPLEX & REGIONAL TRAINING CENTER**

2044 Landstown Centre Way  
Virginia Beach, Virginia 23456

### **SOCIAL MEDIA INTERN**

**Position Overview:** The Virginia Beach Sportsplex is looking for a creative individual, with a strong knowledge of social media platforms including Facebook, Instagram and Twitter. A qualified candidate will contribute unique and engaging ideas to be implemented on team social media pages. This individual should demonstrate a professional and positive attitude, be self-motivated and outgoing.

#### **Duties and Responsibilities:**

- Build a calendar of upcoming events, holidays and special occasions. Use calendar to develop creative ideas to be posted on social media outlets.
- Assist in the creation of promotional material to be shared on social media outlets. Collaborate with marketing to increase post ideas.
- Track engagement levels on social media outlets and analyze collected data.
- Using collected data, develop and implement plan to increase social media engagement.
- Flexible to assist with other duties and responsibilities as necessary.

#### **Minimum Qualifications:**

- Must have basic understanding of social media outlets; Facebook, Instagram, Twitter, ect)
- Must have strong written and verbal communication skills
- Must have reliable transportation to scheduled shifts
- Must be able to stand/walk for an extend period of time (throughout an 8 hr. shifts)
- Flexible schedule (shifts include nights, weekends, holiday)
- Ability to lift up to 50 lbs

Note: This is an unpaid internship, with the opportunity of payable shifts aside from internship program.

*The Virginia Beach Sportsplex is an equal opportunity employer.*