

Organization: College Access Navigators

Position: Marketing and Communications Internship

Location: Hybrid

Dates: May 27th - August 9th

Position Type: Part-time contractor

Compensation: \$15 per hour, up to 20 hours per week

**Position Overview:** Join us in our mission to empower youth and foster community connections through our summer programs in Fort Morgan. As a Marketing and Communications Intern, you will have the opportunity to contribute to our mission of empowering historically-marginalized youth through marketing, communications, and program development. This role will focus on enhancing our outreach efforts, expanding program visibility, and supporting the development of existing initiatives.

### **Responsibilities**

- **Marketing and Communications**
  - Assist in developing and implementing marketing strategies to increase awareness of CAN's programs and mission
  - Create engaging content for social media platforms, quarterly reports, and website updates
  - Collaborate with the team to design promotional materials such as flyers, posters, and digital graphics
  - Conduct market research and analyze data to identify target audiences
- **Program Development and Expansion**
  - Support the Director of Programs in developing and expanding existing programs
  - Assist the Director of Programs in planning and coordinating workshops, events, and activities for program participants
  - Collaborate with the team to gather feedback from participants and stakeholders to enhance program offerings
  - Contribute creative ideas and insights to improve program effectiveness and impact

### **Qualifications**

- A recent college graduate or a current junior or senior enrolled in a college or university program, specializing in fields such as Marketing, Communications, Business, or related areas.
- Strong communication skills, both written and verbal, with a keen eye for detail
- Proficiency in social media platforms and content creation tools
- Ability to work independently and collaboratively in a fast-paced environment
- Passion for youth empowerment, social justice, and community engagement

### **Benefits**

- Gain hands-on experience in marketing, communications, and program development within a small nonprofit organization
- Opportunity to make a meaningful impact by contributing to initiatives that empower historically-marginalized youth
- Mentorship and guidance from experienced professionals in the field
- Certificate of completion and letters of recommendation based on performance and participation.

### **Application process**

Please submit a resume and cover letter outlining your interest in this position. In your cover letter, please address how your background, skills, and passion align with the mission of the organization and the responsibilities of the role. Applications will be accepted until May 17th and interviews will take place during the week of May 20th.

**Please email your resume and cover letter to [info@collegeaccessnavigators.org](mailto:info@collegeaccessnavigators.org)**