Global Education Social Media/Communications Intern
Fall 2018

The Office of Global Education (GEO) will hire a Social Media/Communications Intern for the Fall 2018 semester, with the possibility of renewing through Spring 2019. This position plays an essential role in the office by assisting with our print and digital communications, social media development and maintenance, and publicity for GEO events. The Social Media/Communications Intern will receive training and guidance so they can take on the following responsibilities:

• Promote study away with a mature, honest, and enthusiastic voice
• Manage the GEO social media platforms according to our communications plan
• Develop campaigns that target underrepresented groups in study away (e.g. students of color, science majors, athletes)
• Work closely with the Global Education Outreach Intern to promote GEO events.
• Assist with website development,
• Assist with other administrative tasks, as needed.

Applicants must have the following qualifications:

• Previous study abroad experience for a semester or year and an ability to articulate the experience with maturity and honesty
• Insight into the personal and academic rewards and challenges of living and studying in a foreign country
• Social media and event publicity experience
• Flexibility, in order to do ad hoc assignments mid-week
• Experience and enjoyment in digital communications, a sense of humor, and appreciation for trying new things!

The position is for 3-5 hours per week and pays $12/hour. It is for one semester, with the possibility to renew for a second semester. Please email your cover letter and resume to Amanda Wright (awright@amherst.edu) no later than 11:59pm on Friday, July 10. In your cover letter, please address why you wish to work with GEO, what skills make you qualified for the job, and what ideas you have for promoting global education at Amherst via social media. Feel free to include links to any social media campaigns you’ve implemented.

Contact Amanda Wright (awright@amherst.edu) with questions.