



Fall 2022 Communications Intern

Employment Type: Hourly, Part-Time

Employment Status: Non-exempt

Reports To: Digital Strategies Coordinator

Program/Responsibility Area: Communications

Organization Description

Nebraska Appleseed is a nonprofit organization that fights for justice and opportunity for all Nebraskans. We take a systems-based approach to complex issues – such as child welfare, immigration policy, affordable health care, and poverty – and we take our work wherever we believe we can do the most good, whether that’s in the courthouse, at the Capitol, or in the community.

Position Description

Nebraska Appleseed internships are part time positions (no more than 10 hours/week). Work must be performed within the state of Nebraska. Interns may work to conduct research projects, assist with advocacy and public policy work, help with community outreach and education, and provide general office support.

Position Responsibilities

- Design, draft, and write image descriptions for posts relating to community outreach, education, and activating
- Internally audit our team's knowledge of how the community interacts with our social media and communications through one on one conversations, survey sending and follow up, and researching best practices
- Develop templates, design best practices, and photobanks for social media, as well as help to streamline Canva
- Metric track and analyze social media, email, and web traffic to discover what have been key moments in the last few months and why
- Engage in clear and timely communication with manager regarding completion of work, professional needs, and personal needs
- Actively participate in meetings

- Participate, as needed, in administrative tasks
- Availability during declared office hours
- Access to a personal computer and internet service
- Adheres to the organization's current COVID-19 vaccination policy

What You Bring to the Position

The ideal candidate will have the following background or a combination of the following qualifications:

- Comfortability navigating graphic design and data management
- Community-focused writing experience
- Translation skills in Spanish preferred
- Positive attitude and willingness to learn
- Ability to work in a team-oriented, community-focused, and collaborative environment
- Demonstrated interest and commitment to advocacy and the mission of Nebraska Appleseed

Nebraska Appleseed is an equal opportunity employer. People of color, members of the LGBTQ+ community, individuals with disabilities, and those from diverse backgrounds are strongly encouraged to apply. Nebraska Appleseed does not discriminate on the basis of race, color, national origin, ethnic background, religion, gender, gender identity, sexual orientation, age, or disability.