

## Digital Communications Intern

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*PPL builds the hope, assets, and self-reliance of individuals and families with lower incomes through transformative affordable housing and career readiness services.*

<b>Organization:</b>	Project for Pride in Living, Inc. (PPL)
<b>Program:</b>	Development & External Affairs
<b>Supervisor/s:</b>	Communications Manager
<b>Hourly Wage:</b>	\$13.00 / hr.
<b>Hours:</b>	350 hours total; flexible schedule between June – August, weekday business hours
<b>Site:</b>	PPL Administrative Center, 1035 E. Franklin Ave., Mpls., MN 55404

### Summary:

Use your creativity for positive change at PPL, a Twin Cities' leading affordable housing and career training nonprofit. Get hands-on experience creating digital content from website stories to social media gifs and videos. Join us this summer and help tell the important story of ending homelessness and unemployment.

### Responsibilities:

- Contribute to PPL's digital communications by creating a variety of content to be used weekly across platforms, including social media, website, and e-newsletter.
- Create compelling, on-brand visuals to accompany content using a variety of software including Adobe Creative Suite, Canva, and Biteable.
- Support PPL's social media strategy by researching, developing, and executing content.
- Manage photography and videography projects; help with the organization of communications assets including photos and photo release forms.
- Assist with the planning and execution of PPL events, including logistics and on-site support.
- Assist in tracking digital communications analytics, including social media, website, and media coverage.
- Other projects as assigned to support the Development & External Affairs team and further PPL's mission.

### Qualifications:

- Advanced-level student studying Communications, Public Relations, Journalism, or English.
- Highly involved in and savvy with social media platforms (Facebook, Twitter, LinkedIn).
- Working knowledge of Adobe Creative Suite, Canva, Biteable, or similar software, or the ability to learn new creative tools quickly.
- Interest in photography and videography; experience with a DSLR camera.
- Excellent written and verbal communication skills.
- Self-starter and self-directed, ability to work independently on assigned projects and take initiative.
- Attention to detail, strong organizational skills, and ability to prioritize and manage multiple projects simultaneously and meet deadlines.
- Commitment to support, promote and authentically communicate PPL's mission

**Benefits:**

- Hourly wage: \$13.00
- Build professional communications experience at a respected nonprofit community organization.
- Training, guidance and mentoring from experienced professionals.
- Network and collaborate with interns in related positions/fields.
- Career development experiences may include trainings, workshops, team meetings and events and can be tailored to the intern's goals and field of study.

**How to apply:**

Please direct questions and resumes/cover letters to Laura Dunford at [laura.dunford@ppl-inc.org](mailto:laura.dunford@ppl-inc.org), 612-455-5209. The process includes an interview, references and a background check for final candidates. Applications will be accepted until the position is filled.

*Project for Pride in Living is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the organization will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*