

INNOVATION OHIO

DIGITAL/COMMUNICATIONS INTERN, INNOVATION OHIO

Reports to: Senior Communications Director

Summary

Innovation Ohio is searching for a talented and motivated intern to assist the team with digital and communications work. The intern will provide support to IO's Communications Department (including digital), which is responsible for the organization's traditional and digital communications initiatives, as well as messaging content for progressive coalition partners.

Responsibilities

- Monitor social media throughout the day, alert the team to important state, local, and federal news
- Help craft weekly content for IO and our progressive partners to use and share
- Assist with video and audio editing for various projects
- Updating and maintaining press lists
- Draft regular emails to IO's email list
- Help brainstorm, create, and map out content for daily/weekly messaging
- Monitor Statehouse Session and/or committee hearings as needed
- Help monitor IO's digital reach and assess the success of various advertising campaigns
- Drafting talking points
- Assist with day to day operations of the communications and digital teams
- Additional tasks as assigned

Qualifications

- Creative and independent — eager to brainstorm and draft new content to assist with messaging in a changing media landscape
- Comfortable working with and/or supporting a fast-paced team
- Comfortable working on multiple projects simultaneously — ability to multitask
- Able to quickly adapt to new projects and challenges in a fast-paced news cycle
- Interested in politics and social change
- Ability to break down information into digestible format
- Ability to determine credible sources
- Ability to operate effectively both independently and in a team
- Excited to move Ohio forward and advance progressive policies

Approximate Hours Per Week: 12-18 hours per week. Ability to establish a regular, set schedule is preferred.

Duration: Beginning as early as June 2024 through at least November 2024, with the opportunity to continue internship beyond that timeframe
Location: Remote/virtual, with in-person opportunities in Columbus, Ohio given proper COVID19 safety precautions.

To apply: Email your application to Nick Tuell at Tuell@innovationohio.org with your resume, cover letter, and a writing sample with the subject line 'Innovation Ohio Communications Internship Intern_Name'.