

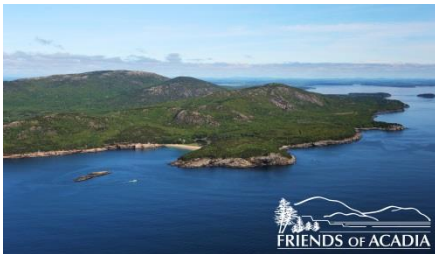


Friends of Acadia 2016 Acadia Centennial Social Media Intern (Seasonal)

Bar Harbor, Maine

Posted 2/23/2016

(1 position available)



Are you a creative self-starter with a passion for Acadia National Park and its surrounding communities? Do you enjoy posting to social media? Apply for this internship at Friends of Acadia!

Description: The Centennial Social Media intern is responsible for monitoring and maintaining the social media presence for the Acadia National Park Centennial. The intern will develop original content about centennial events, re-post information shared by Acadia Centennial Partners about their events, and manage public comments and questions on social media about the Acadia Centennial. The position is seasonal.

Duties:

- Together with Communications Director and Communications Assistant, plan and implement social media strategy (Facebook, Twitter, Instagram); create posts using InDesign or Photoshop; cross-post digital content across social media platforms as appropriate.
- Plan and implement photo and video coverage in the field at centennial events.
- Manage Acadia Centennial social media pages on Facebook, Instagram, Twitter, and YouTube
- Collect online features/references to the Acadia Centennial and (as appropriate) post on social media
- Attend selected Acadia Centennial events as “staff reporter”
- Other duties as assigned

Technical Qualifications: Strong writing skills. Familiarity with a range of social media platforms. Experience with digital photography and video. Proficiency with all of the following, or proficiency with some and proven ability to learn the remainder: Microsoft Office and Windows operating system; Adobe creative suite software—most



importantly Photoshop. Graphic design skills, interest in nonprofit communications, and familiarity with Acadia National Park all a plus.

Personal Qualifications: Can work independently or as a team. Self-starter, flexible, and able to manage complex projects. Meets deadlines. Has strong interpersonal skills and a sense of humor.

Requirements: Valid Driver's License and personal vehicle available to use for the job. Applicants will be reimbursed for mileage beyond their daily commute to Friends of Acadia office in Bar Harbor. Willingness and ability to work at a seated computer workstation for prolonged periods. Willingness to work evenings, weekends, and possibly holidays. Reasonable accommodations will be made.

Schedule: This is a seasonal appointment. There are two options for employment. Please indicate in your cover letter which option you prefer.

Option A: 20 hours/week from April 11 – June 23, 2016 and then 32 hours/week from June 27 – August 12, 2016.

Option B: 23 hours/week from April 11 - May 27, 2016; 40 hours/week from May 31-September 30, 2016; and 23 hours/week October 3 – October 28, 2016.

Wage: \$15.00/hr. **Pay period:** Every two weeks. **Housing:** Applicants will be expected to find their own housing on or near Mount Desert Island. **Benefits:** Positive work environment. Automatic paycheck deposit. Non-smoking office. Acadia National Park at your door. Great experience doing meaningful work for a mission that counts. **Equipment:** Technology equipment provided.

To Apply: E-mail cover letter, resume, and three references to aimee@friendsofacadia.org by March 15, 2016 or mail your application to Aimee Beal Church, Friends of Acadia, P.O. Box 45, Bar Harbor, ME 04609. Please indicate which schedule option (A or B) you prefer for the position (see "Schedule" section above).

Application deadline: March 15, 2016