The Social Media Intern provides important support to the overall implantation of the social media strategy. The individual will work closely with the Art+Feminism Leadership Team to schedule and post content to Art+Feminism’s social media outlets. This position requires proficiency in written and spoken English. This is a contract position.

- Work closely with Art+Feminism Leadership Team to execute Art+Feminism Communications Strategy specific to social media
- Schedule and post content according to the Art+Feminism Communications Strategy
  - Including alt text descriptions for all images in social media posts
- Utilize templates to create content for social media channels
- Work in communication with the Art+Feminism leadership team around Weekly Roundup in IG stories, Facebook, and Twitter
- Leading efforts to connect Art+Feminism campaign theme and values to news in the arts and related feminist topics to the organization’s mission.
  - Conducting research by reading news sources from around the world
  - Utilizing existing templates to create content
- Adhere to the A+F Communications Guide.docx.

- Proficiency in written and spoken English
- Familiarity with Instagram, Twitter, Facebook, LinkedIn
- Familiarity with Alt Text best practices
- Familiarity with design tools such as Canva, Adobe Creative, and/or Google Draw
- Knowledge of arts publications (international knowledge a plus)
- Highly motivated, organized, and empathetic team-player
- Strong writing skills
- Flexibility, adaptability, and desire to learn new skills
- Ability to communicate effectively with a diversity of people
- Excellent organizational skills and ability to meet deadlines
- Proficiency in or ability to learn Google Workspace (docs, spreadsheets, etc) platforms
- Demonstrated investment in the arts, feminism, and open knowledge.

**WORK ENVIRONMENT**
This position is 100% remote. Meetings with Art+Feminism staff and consultants will occur during standard business hours (Monday - Friday, 9 am - 7 pm ET).

**COMPENSATION AND DURATION**
This is a six month contract role, paid in a monthly stipend, with potential for extension. The Social Media Intern is expected to fulfill approximately 10-12 hours per week. Compensation is $800 per month.

**HOW TO APPLY**
Candidates are welcome to apply via online application through December 1, 2023. No email or late applications will be considered. Please send any question to opportunities@artandfeminism.org