

NAMI Central Texas Communication and Events Intern

NAMI Central Texas offers paid and unpaid internship positions for individuals wishing to gain hands-on experience in the non-profit sector. Join us in eliminating the stigma surrounding mental illnesses, affecting positive changes in the mental health system, and increasing the public and professional understanding of mental illnesses as a NAMI Intern. Visit namicentraltx.org to find out more about what we do!

Internship Summary

The Communication and Events Intern is responsible for supporting the development team by developing exciting, on-brand content for NAMI Central Texas social media and providing support for various events, including Mind Matters, NAMIWalks, and Mental Health Month.

Details

Minimum 10 hours per week with some evening and weekend availability

Spring 2021

All work will be remote until further notice

This is an unpaid internship

Primary Responsibilities

- Create content for social media and email campaigns
- Publicize events and work with Communication and Events Coordinator to raise awareness and drive high levels of attendance and participation
- Support and attend special events and fundraising activities
- Assist in sponsorships and in-kind requests (both written and verbal)

The Communication and Events internship provides experience for professional development and nonprofit management experience including opportunities to own/manage events and activities. The intern reports directly to the Communication and Events Coordinator.

Qualifications

- Current college student majoring in Event Planning, Communications, Public Relations, Marketing, or other media or communications related fields
- Respect and compassion for people affected by mental health conditions
- Enjoys being a member of a team
- Excellent organization skills and ability to prioritize work independently
- Excellent written and oral communication skills
- Knowledge of Google Suite programs, MailChimp, and social media platforms, including Facebook, Twitter, and Instagram.
- Knowledge of Canva, Publisher or similar design programs are a plus