

Wisconsin CASA Association

Marketing Internship Job Description

Classification and Status: Non-Exempt/Part Time Position

Wage: \$15-\$20/Hour

Organizational Overview

The Wisconsin Court Appointed Special Advocates (CASA) Association champions the needs of abused and neglected children by supporting and expanding local CASA programs.

Position Overview

Wisconsin CASA is seeking a marketing intern who can contribute fresh ideas, create content, and research/use industry trends. Interns work collaboratively to improve our brand, communications, and strategy. The ideal candidate has a strong understanding of brand marketing, social media, and digital marketing strategies and graphic design.

Qualifications

Current degree or student completing coursework in marketing, advertising, graphic design, or related topics.

An interest in the marketing field or related field, excellent writing and communication skills, strong attention to detail, organizational and administrative skills, ability to take direction, ability to work independently and in a team environment with minimal supervision, can prioritize and multitask, ability to maintain confidentiality, reliability, flexibility, creativity, and proficient use in Microsoft Office and Google Docs, social media sites, etc.

Clear criminal background required.

Core Duties and Responsibilities

The Marketing Intern will be responsible for assisting in day-to-day operations and management of content of the Wisconsin CASA's social media sites, website and other marketing content. This position will be responsible for planning, creating, scheduling, and posting content for various social media projects such as: I am for the Child Day, Child Abuse Awareness Month, State Conference and other events.

Standard Office Environment

The position is hybrid (office and work from home).

Time Commitment:

Maximum of 10 hours per week.

The Wisconsin CASA Association is an Equal Opportunity Employer and is committed to fostering diversity within its staff.

Wisconsin CASA promotes equal opportunity for all employees and applicants. In doing so, we comply with local, state, and federal laws and regulations to ensure an equal employment opportunity for everyone. We don't discriminate in employment opportunities or practices on the basis of race, ancestry, color, religion, gender, sexual orientation, gender identity, national origin, age, disability, citizenship, military service obligation, veteran status or any other basis protected by federal, state or local laws. Our policies and personnel practices are intended to ensure that all of us are treated equally regarding recruiting, hiring, and advancement, and our decisions on employment are made to further the principle of equal employment opportunities for employees.