



BOYS & GIRLS CLUBS
OF BENTON AND FRANKLIN
COUNTIES

POSITION TITLE

DIGITAL MEDIA INTERN

ORGANIZATION DESCRIPTION

The Boys & Girls Clubs of Benton and Franklin Counties is committed to empowering all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. Consistent with our values of Respect, Integrity, Stewardship, and Passion for Youth; we provide a broad range of programs and activities focused on our priority outcomes of Academic Success, Healthy Lifestyles, and Good Character and Citizenship. Boys & Girls Clubs of Benton and Franklin Counties began in 1995 and now serves over 2200 club members each year at multiple club locations. The Club is currently working with community partners to establish additional club sites in underserved communities.

ABOUT THE CREATIVE DEPARTMENT

The Boys & Girls Club Creative Department creates a wide variety of marketing and programmatic content for the organization.

POSITION SUMMARY

Under the supervision of the Creative Department Director, the Digital Media Intern will assist the Creative Department in a variety of digital projects. Depending on experience and interested areas for growth, projects may include:

- Video production
- Live broadcasting
- Photography
- Social media posting & strategy
- Marketing & branding
- Creative writing
- Interviewing & storytelling
- Website design
- Graphic Design
- Merchandise design & E-commerce

SUPERVISOR

Creative Department
Director

STATUS

Intern

INTERNSHIP LENGTH

Six weeks (starting and
ending dates can be
flexible)

COMPENSATION

\$600 Stipend (in total
for the summer)

This is a six-week summer internship, and we are planning to bring on multiple Digital Media Interns to cover a wide-range of projects. Interns will have between 24 – 32 hours each week of training and projects to assist with. Starting and ending dates can be flexible.

QUALIFICATIONS

- High school students who are finishing their sophomore, junior, or senior year.
- Planning to pursue a career and / or a college degree in a Digital Media related field.
- Ability to work quickly and efficiently, and meet tight deadlines.
- Ability to remain poised, positive, and energetic in a busy work environment.
- Ability to work on multiple projects and develop solutions to problems.
- Ability to adapt as projects change.
- Excellent communication skills.
- Knowledge of Adobe Creative Suite a plus.
- Be able to lift 40lbs.

APPLICATION PROCESS

Please submit a letter of interest to josh.peterson@greatclubs.org. Positions will close as filled.

Boys & Girls Clubs of Benton and Franklin Counties is an Equal Opportunity Employer.

GREAT FUTURES START **HERE.**