

Job Description
Marketing Communications Intern

Duties

- Collaborate with IMC Staff and fellow interns to create content for the University of Guam's website and social media platforms (Twitter, Facebook, Instagram)
- Assist with social media calendar and mood boards
- Assist in coordination of UOG Stock Photos
- Assist in gathering past UOG articles using Meltwater
- Assist in promotion of the Triton Store, TritonGo app, and Triton Privileges

Minimum Qualifications

- Currently working towards a degree in Business Administration, Communication or related field and going into Sophomore, Junior, or Senior year at UOG
- Background in and/or knowledge of social media
- Strong attention to detail and organization skills
- Ability to prioritize, multi-task, and meet deadlines

Preferred Qualifications

- Photography experience
- Video Production (shooting and editing) experience
- Graphic design and proficiency in Adobe Creative Cloud programs

Start Date

Fanuchånan 2018 semester.

Hours

Internships are between 10 to 20 hours per week. 90 hours maximum.

Compensation

This is a paid internship.

How to Apply

Please send a resume to the Director of Integrated Marketing Communications, Jonas Macapinlac, at jmac@triton.uog.

T: +1 671.735.2944 F: +1 671.734.2296 W: www.uog.edu

Mailing Address: 303 University Drive UOG Station Mangilao, Guam 96913

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