



INTERNSHIP

Overview

Candidate will be working on the Presentation Sisters social media sites, assist with event planning and work to engage a younger donor and gain non profit leadership skills.

Duties may include, but not limited to:

- Strategizing with the mission development team on a social media plan for the Cinco De Mayo Fiesta including the platforms of Instagram, Facebook and Twitter
- Assisting with various tasks in marketing and event planning for the Cinco De Mayo Fiesta held the second Saturday in May each year in Sioux Falls, SD
- Helping the mission development team by increasing public awareness of the sisters and the event among young adults
- Gaining experience in writing news releases
- Gaining experience and exposure in design

Skills:

- Highly organized
- Self-motivated
- Innovative / Creative
- Excellent writing skills
- Enthusiastic
- Professional
- Computer skills / social media

This is a nonpaid internship; candidate will be eligible for college credit. Hours are negotiable based on the student's school schedule and other work schedules.

For more information, please contact:

Jen Rothenbuehler

jrothenbuehler@presentationsisters.org

605.271.0468

605.360.2457 (cell)