



## **Internship Posting/Description**

**Internship Job Title:** Photography & Content Intern    **Program:** Marketing

**Supervisor/Mentor:** Wendy Grenier    **Job Type:**  Full-Time     Part-Time

**Type of Internship:**  Full Internship     Micro Internship     Job Shadow

**Pay:**  Paid     Unpaid     Paid by School/Source     Reimbursed by School/Source

**Rate of Pay/Stipend Amount:** TBD

**Introduction:** As an intern at the AYCC, your work goes far beyond your internship. Your time, energy, and efforts help put a smile on the faces of thousands of kids, parents, and seniors. Every area of the organization, and every person in the organization, has an opportunity each day to better the community around them. Your contributions will only add to an already exciting and dynamic environment supporting our community.

### **Position Summary:**

We are seeking a motivated and creative Marketing Intern to join our dynamic marketing team. This position focuses on social media, photography, videography, and organizing marketing assets to support the company's branding and promotional efforts. The intern will gain hands-on experience in content creation, digital marketing strategies, and asset management while working closely with experienced marketing professionals. This position is located here at the AYCC, with some travel to our MLB Replica fields (Waterville & Oakland), and Camp Tracy (Oakland).

### **Goal of Internship:**

The goal is to provide hands-on experience in photography, media management, and content creation, allowing the intern to develop key skills in photo and video editing and social media content production. The internship aims to help the intern build a professional portfolio, understand, and successfully contribute to the marketing efforts of the organization. By the end of the internship, the intern should have a well-rounded understanding of managing digital assets, collaborating with cross-functional teams, and working in a fast-paced environment.



### **Functions/Responsibilities:**

- Capture high-quality photos and videos to use in marketing campaigns, events, and promotional materials.
- Assist in developing and creating concepts for visual storytelling projects.
- Input metadata such as photo captions, naming conventions, and tags to ensure archiving and efficient searching of images.
- Assist in managing photo archives, including editing, tagging, cataloging, and scanning historical and current images for comprehensive record keeping.
- Provide additional support to the Marketing Team as needed, including content creation, and assisting with marketing plans.
- Must be able to work flexible hours, including days, nights, weekends, and holidays to cover event and programming needs.

### **Skills & Competencies:**

- Strong organizational skills with attention to detail
- Strong time-management skills
- Ability to navigate technology with ease
- Basic to intermediate knowledge of photography and videography techniques
- Basic to intermediate understanding of social media platform content, messaging, and storytelling
- Experience with photo and video editing software (Photoshop, Lightroom, Canva, CapCut)
- Familiarity with photo captioning, alt text, and metadata input
- Ability to multitask in a fast-paced environment
- Excellent written and verbal communication and teamwork skills
- Willing to learn
- Organization
- Professionalism & Confidentiality
- Team player, ability to build relationships
- Display role model behavior, and good judgment



### **Predicted Work Schedule:**

Number of Hours: 20-30

Scheduled Hours: schedule may be flexible for classes

Timeframe: March-August, 2025

### **Education or Experience:**

Year of College: varies, depending on experiences

College Major: Business/Marketing/Communications/Photography/Digital Media

Any Experience Needed: 1+ years

### **Application Requirements:**

- Completed Application (including background check forms)
- Resume
- Portfolio of work (include professional social media, photography, and videography work)

### **AYCC Internship Supervisor:**

Wendy Grenier, Marketing Manager

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### **AYCC Human Resources Contact:**

Anna Good, HR & Recruitment Coordinator

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