



aging care connections

Aging Care Connections is seeking a college student interested in marketing and communications and gaining real-world experience working in a not-for-profit senior services agency. The ideal candidate is creative, energetic, and detail-oriented. Applicants must be willing to commit to 15 hours per week for at least three months. A flexible work schedule is available. The Marketing & Communications Internship is an unpaid position.

The Marketing and Communications Intern will assist with promoting Aging Care Connections by:

- Take short videos and photos of clients, staff, volunteers, and events and post them to all ACC social media channels.
- Representing ACC at outreach events such as senior fairs, farmer's markets, etc., to pass out literature and answer questions.
- Writing blog posts about your intern experience for inclusion in our monthly newsletter and social media posts.

Qualifications:

- Must be enrolled in college or graduate school
- Excellent writing, editing, and proofreading skills
- Proficient in the use and scheduling of Facebook, Instagram, LinkedIn, Twitter, and YouTube
- Photo editing skills and use of Canva Creative software or ability to learn
- Ability to multitask and produce high-quality work by a deadline
- Organized and detail-oriented
- Reliable and punctual self-starter who requires minimal supervision
- Personable, flexible, and able to maintain a mature professional demeanor while representing the organization

To Apply:

Interested applicants should contact Jan Walch, Director of Philanthropy and External Affairs, at (708) 354-1323, X243, or send an email with your resume to jwalch@agingcareconnections.org