

Job Title:	Social Media Intern
Position Type :	Part-Time Unpaid Intern Position
Job Description	
<p>Job Purpose: The social media intern will be instrumental in increasing the social media presence and gaining visibility for several company owned websites.</p> <p>Duties:</p> <ul style="list-style-type: none"> • Monitor and engage on various social media platforms and forums such as Twitter, Facebook, Pinterest, StumbleUpon, Yahoo Answers, LinkedIn Q&A, Quora and others. • Develop topic ideas for blog posts in a variety of different fields. • Aggregate and/or create article and video content. • Read and comment on posts on other websites. • Other projects as needed. <p>Skills/Qualifications:</p> <ul style="list-style-type: none"> • Passionate about social media, blogging and writing. • Must be a good writer, team player, eager to learn and technologically savvy. • Experience with Microsoft Office, Google Docs, Skype, WordPress and/or HTML preferred. • The ideal candidate would be a current Marketing, Business or Communications major or recent graduate looking for practical training and experience in the social media field. <p>Benefits:</p> <ul style="list-style-type: none"> • This is an unpaid part-time internship that may be eligible for college credit. • Estimated 10 hours per week with a flexible schedule. • Minimum 3-month commitment or longer if desired. • Work remotely on your own computer. • Create a portfolio of your published work and make social media and blogging contacts. • Learn social media, ecommerce and WordPress skills from someone knowledgeable. 	
<p><i>To apply please email your resume and cover letter as a Word or PDF document (including why you're interested in interning for SpecterWeb.com LLC) along with writing samples to denise@specterweb.com</i></p>	