



MUSEUM OF ART

The OSU Museum of Art is seeking positive, professional art enthusiasts from all majors with skills in digital content and communications to fill a Marketing & Communications Internship position.

Position Title	Marketing & Communications Intern	
Position Type	Undergraduate of sophomore level or higher student staff, part-time	
Location Address	720 South Husband Street, Stillwater, OK 74074	
Hiring Supervisor	Elizabeth Gosney, Coordinator of Marketing and Communications	
Hiring Wage	\$9.00/hour	
Work Schedule	Business hours: Monday – Friday, 8:00 AM-5:00 PM. Occasional Saturdays and evening hours required for special events. 10-15 hours/week depending on availability. Must have 2+ hours of consecutive availability. Looking for a commitment to Spring, Summer and Fall 2022.	
Job Summary	<p>The Marketing and Communications Internship allows students to gain skills in marketing, PR writing, arts- and education-based digital content creation, and arts research.</p> <ul style="list-style-type: none">• Assist in writing, designing, implementing and tracking social media posts and campaigns• Write and distribute press releases• Research and produce videos based on museum exhibitions & collections• Calendar events• Assist with photography, videography, and/or graphic design work (depending on experience and interest)• Mentor and train fellow interns• Maintain a clean environment• Other duties as assigned	
Qualifications	<p>Minimum Qualifications</p> <ul style="list-style-type: none">• Enrolled in 3+ credit hours at OSU for the current semester• Professional attitude• Comfortable working in an environment with a varied pace• Strong writing skills• Familiarity with social media platforms, posting and insights <p>Preferred Qualifications</p> <ul style="list-style-type: none">• Experience with design programs (Adobe Suite preferred, Canva required). Photography and/or video editing experience a plus.	
Applicant Instructions	Required: Submit application through https://museum.okstate.edu/learn/student-employment.html . Submit cover letter, resume and two writing samples to egosney@okstate.edu . Optional: graphic design, photography and/or videography examples.	
Priority Deadline	January 25, 2022	

Student positions are posted on [HireOSUgrads.com](https://hireosugrads.com) to better inform students of potential job opportunities and to ensure access, fairness, and transparency in the process of employing students at OSU through the use of a centralized job listing program.

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