

## **Marketing/Content Intern**

The Cedar Cultural Center (Minneapolis, MN)

**DEPARTMENT:** Marketing

**POSITION STATUS:** Part time, 10-15 hours/week

**REPORTS TO:** Director of Marketing

**TIMEFRAME:** Summer 2016: May-August. Exact start and end dates can be modified based on the intern's schedule. Flexible daytime schedule; nights and/or weekends occasionally required.

**SALARY:** Unpaid.

### **ROLE:**

The Cedar, a 501(c)3 nonprofit arts organization located in the Cedar Riverside neighborhood of Minneapolis, seeks a Marketing intern for summer 2016. The ideal candidate for the marketing/content intern, will aid our team in the creation of high-quality, creative content and marketing pieces for our website, social media platforms, and physical venue, helping to promote concerts and Cedar programs to the public.

### **RESPONSIBILITIES:**

- Working with the Marketing Team to generate new ideas for content and outreach
- Writing preview articles for upcoming Cedar shows
- Creating questions and contacting artists for artist interviews
- Designing graphics, posters, and other content
- Taking photos for use on The Cedar's social media platforms
- Assisting the Marketing Team with day-to day tasks; tasks will vary depending on the intern's unique capabilities

### **REQUIREMENTS:**

The Cedar's mission is to support inter-cultural appreciation and understanding through the presentation of global music. A successful candidate will demonstrate cultural competency and a desire to work with people from backgrounds different from their own. Candidates should be creative thinkers and skillful problem solvers, have excellent writing and communication skills with the willingness and ability to work under pressure and to meet deadlines both as part of a team and working individually. We are seeking a candidate that is passionate about live music and the arts, and is familiar with The Cedar's programming and mission. Candidate should have proficiency in Graphic Design programs (Working knowledge of Photoshop is preferred), photo/video editing (competency in iMovie and iPhoto is preferred), and should be a web-savvy/avid user of social media including Twitter, Facebook, Tumblr, and Instagram. Communications, Marketing, Journalism, English, Photography, Visual Arts, Music, or related majors are preferred.

Must have access to a computer. Access to a camera preferred. Must be a currently enrolled student in good academic standing

**BENEFITS:**

The Cedar welcomes applicants seeking academic credit or community service hours to fulfill academic requirements. The intern will have opportunities to attend performances at The Cedar as a member of the Marketing team.

**Please forward a brief explanation of your interest, a résumé, and a writing sample to Alana Horton, Marketing Coordinator at [ahorton@thecedar.org](mailto:ahorton@thecedar.org) by May 15th to be considered.**