



PYD Communications Internship

Part time (12-15 hours per week)

Partners for Youth with Disabilities (PYD) works to create a world where youth with disabilities can live with dignity, pride in who they are, and purpose. Based in Somerville, PYD runs mentoring and career readiness programs for youth and young adults with disabilities, and provides disability inclusion trainings and support to other organizations around the country. PYD is currently seeking a Marketing/ Communications Intern to support our programs and work.

Role overview

The Communications Intern will be a member of PYD's marketing team and will have a role in shaping PYD's marketing plan for Fall 2020. They will be tasked with creating and implementing a marketing/ communications campaign that will run from early October through late November.

As part of implementing these campaigns, the Communications Intern will gain experience in creating social media posts, writing blog posts and email newsletters, creating promotional materials, and all the tasks listed under the Key Duties (see below). Additionally, they will learn skills related to inbound marketing and Search Engine Optimization (SEO) and will gain experience using the following platforms/tools: WordPress, Constant Contact, Google Analytics, the Adobe Suites, and multiple social media platforms.

This position will be overseen and supervised by PYD's Marketing/ Communications Manager, who will provide initial and ongoing training, support, and weekly check-ins.

Key duties will include:

- Participating in PYD's monthly marketing team meetings
- Managing PYD's social media accounts
- Creating and leading 1-2 marketing campaigns
- Shooting and editing photos at PYD events
- Creating flyers and promotional materials
- Creating and distributing email newsletters/updates
- Researching and writing blog posts

Other duties may include:

- Researching and recording videos
- Writing and distributing press releases
- Updating PYD's website

Timeline & length

Position will begin in early September and continue through early December. The intern will be expected to work 12-15 hours per week over those 15 weeks, with total hours not to exceed 200.

*Note: Due to the current circumstances of the COVID-19 pandemic, it is uncertain whether [PYD](#) staff members will work in office during the Fall semester. It is [likely](#) that the Marketing/Communications Intern may work remotely for a majority, [if not the entirety](#), of the position.

Compensation

Unpaid; for school credit

Application

To apply, send a resume and cover letter to Nicole Ciarlone, PYD's Marketing/Communications Coordinator at nciarlone@pyd.org.