



Marketing Intern Job Description

Department: Resource Development

Job Title: Marketing Intern

Status: Part-Time / 15hours per week

Salary: \$20.00 per hour (Determined on Experience)

Direct Supervisor: Marketing Manager

About Lawrence CommunityWorks

Lawrence CommunityWorks, Inc. is a community development corporation that weaves together community planning, organizing, and asset-building efforts with high-quality affordable housing and commercial development to create vibrant neighborhoods and empowered residents. By facilitating conversations and action on community priorities, LCW engages partners and a network of youth and adult residents in opportunities to move themselves and the city of Lawrence forward.

Position Description: Marketing Intern

We are looking for a motivated Marketing Intern to join our team in a supporting role. This is a great opportunity for a self-starter with a passion for marketing, design, and social media. The ideal candidate will be proficient in Adobe Photoshop, Premiere, and Illustrator, have strong critical thinking skills, and work well in a collaborative environment.

Responsibilities

- Assist in creating and editing digital content using Adobe Photoshop, Premiere, and Illustrator
- Support the management of social media accounts (content creation, scheduling, engagement)
- Collaborate with the marketing team on campaign strategies and branding efforts
- Conduct market research and analyze trends to optimize marketing efforts
- Help with email marketing, website updates, and other digital marketing tasks
- Bring fresh ideas and contribute creatively to marketing initiatives
- Take initiative and ask questions to ensure clarity and efficiency in tasks

Qualifications and Skills

- High school diploma or equivalent
- Self-starter with the ability to work independently and as part of a team
- Proficient in Adobe Photoshop, Premiere, and Illustrator
- Experience managing social media platforms (Instagram, Facebook, LinkedIn, X, etc.)
- Strong critical thinking and problem-solving skills
- Excellent communication and organizational skills
- Detail-oriented and eager to learn
- Ability to commit to 15 hours per week



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What You'll Gain:

- Hands-on experience in marketing, design, and content creation
- The opportunity to support an amazing mission and work in a collaborative and creative environment
- Exposure to real-world marketing strategies and campaigns
- A chance to develop and refine your digital marketing and design skills

If you're ready to gain valuable experience and contribute to a growing marketing team, apply today!

How to Apply: Send Cover Letter & Resume to: recruiting@lawrencecommunityworks.org

Lawrence CommunityWorks

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