



## MARKETING, COMMUNICATIONS & SOCIAL MEDIA INTERNSHIP

### Organization Description

Sustainable Schools International (SSI) is a local non-profit organization that invests in sustainable education for rural economic development in Cambodia. SSI is driven by youth leadership development designed to systematically advance rural economic development and progressively fund rural education through social enterprise. Our integrated, full-circle, self-sustaining model enables a continuum of education for rural youth to become leaders of economic development in their rural communities.

Our four holistic programs, include:

- **Project School Success** - provides critical and sustainable support for rural schools to operate effectively and improve academic outcomes.
- **Leadership Academy** - A residential home in Phnom Penh that allows star students to continue their education and develop skills through mentorship. In addition to academic or vocational training tracks, students participate in our leadership and livelihood curriculum where they learn entrepreneurship by doing it.
- **Community Impact Hub** - A rural social enterprise incubator that mentors and guides Leadership Academy graduates as they “pay it forward” by completing a community service commitment in their home communities and/or start a social enterprise that focuses on a Sustainable Development.
- **Project Community Prosper** – Within the Community Impact Hub, this micro-loan program is designed to provide capital to village based business and support the School Success Fund with a percentage of interest income.

### Position Description

As a part of the SSI team, this internship is designed to provide valuable, real world experience while improving communications and marketing. This position will assist in reaching our goals through multiple modalities. Main activities for this internship include;

1. Manage Facebook account;
  - a. Research, write, and publish engaging content
  - b. Monitor page, responding to comments appropriately
  - c. Follow and report on engagement trends
2. Revive and manage twitter account
3. Establish presence on LinkedIn and start engaging influencers
4. Create a 3-4 letter welcome series for the electronic newsletter using MailChimp
5. Content development for website
6. Assist in planning, writing, and managing the monthly electronic newsletter
7. Assist in writing press releases
8. Copy editing for marketing materials
9. Modify graphics for marketing materials
10. Assist in developing and marketing peer-to-peer crowdfunding campaigns



### **Qualifications:**

1. Passionate about empowering rural communities through educational opportunities
2. Excellent written, verbal, and interpersonal communication skills
3. Solid understanding of and experience with Facebook, Twitter, LinkedIn, and Microsoft Office, with a willingness to learn new skills in partnership with the SSI team
4. Self-motivated, detail-oriented & strong organizational skills
5. Ability to work independently and as part of a team, strong time management skills
6. Basic knowledge of working with pictures and graphics
7. Understand SSI's goals and direction
8. Desire to gain practical work experience with a local non-profit
9. Preferred skill; experience with graphic editing/designing software such as Adobe Photoshop or InDesign

### **Start Date and Length of Commitment**

Start date is negotiable, interns should be willing to commit to this position for 3-6 months.

### **How to Apply**

Interested applicants should contact Tavia Mirassou-Wolf, Communications and Development Manager, at 904-537-6001 or [Tavia@sustainableschoolsinternational.org](mailto:Tavia@sustainableschoolsinternational.org). Please submit a resume and a cover letter outlining your interest in this position.

### **Deadline to Apply**

Applications should be submitted as soon as possible. Position will remain open until filled.

### **Contact Information**

**Name:** Tavia Mirassou-Wolf  
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