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Communications Intern – Internship

Health Projects Center (www.hpcn.org) is recruiting a communications intern to provide support to Health Projects Center's Programs. Health Projects Center is a non-profit health organization serving people in need on the Central Coast of California. The position will be based out of the Santa Cruz office. We pride ourselves on featuring an innovative, friendly and flexible work environment.

Duties

- Maintains TikTok and supports other social media accounts
- Observes the social space and research on other agencies and brands to stay on top of any and all social trends
- Partakes in brainstorming creative ideas for campaigns
- Creates and maintains lists, reports and other digital databases
- Provides support in creating copy for newsletter, ads and social media accounts
- Participates in outreach efforts

Qualifications

- Current undergraduate or master's degree candidate in Digital/Brand Marketing, Communications/Journalism, Advertising or other related disciplines
- Experience with Adobe and Microsoft suite. Experience with Constant Contact, Hootsuite and Canva a plus.
- Outstanding attention to detail, strong writing and verbal communications skills
- Ability to work with diverse staff and clients
- Spanish speaking, a plus
- Willing to travel locally

Benefits

- Excellent training and career path development