



Available Internship

Semester: Fall 2022

Position: Website Design & Social Media Posts/Strategy

Position Description: The Youngstown/Warren Regional Chamber is seeking an intern to assist with updates, of both content and graphics/visuals, of existing company website, as well as posts to and development of additional strategy for social media.

Responsibilities:

- Update individual pages throughout existing website; redesign presentation of photos and information, as well as membership directory.
- Post to Chamber's social media platforms, including Facebook, Twitter, LinkedIn and Instagram, and develop additional strategies for content.
- Create master calendar of weekly/monthly social media posts and required monthly/annual website updates.

Qualifications and desired skills:

- Candidate must be working toward an associate, bachelor or master's degree.
- Ability to work independently or with a collaborative team.
- Strong creative, writing and editing skills.
- Knowledge of and experience in InDesign, Photoshop, website CMS and social media platforms.
- Attention to detail.

Location of Internship: Youngstown/Warren Regional Chamber
City Centre One
100 East Federal Street, Suite 500
Youngstown, Ohio 44503

Hours per week: 20-30

Hourly wage: \$10 - \$14 per hour

How to apply: Please send a resume and letter of interest to kim@regionalchamber.com

About Us: The Youngstown/Warren Regional Chamber (Regional Chamber) is a private, non-profit organization that provides leadership and business services to promote the growth of our nearly 2,900 members—representing more than 125,000 employees in the Valley. We offer our membership access to a range of benefits, from discounts on healthcare and workers' compensation to networking opportunities at more than 100 events annually.

Furthermore, as the lead economic development organization representing Ohio's Mahoning and Trumbull counties, the Regional Chamber is the single point of contact for all business-related services, coordinating local development efforts among the many organizations working to serve the business community.