

### **Marketing Intern (Unpaid)**

Pacific Science Center's award-winning, interactive programs reach more than 1.3 million people around the state each year — in their communities, classrooms and on our campus. Our Marketing department has an exciting internship opportunity for a student interested in developing their communications and marketing experience.

The Marketing Intern will help strategize promotions, support marketing staff and market the Science Center through social media amongst other responsibilities. At the internship's conclusion, the intern should have gained valuable communication and marketing skills while strengthening their resume. This is a great opportunity for students who want to positively impact a nonprofit while exploring a career in Marketing and Communications. Interns may also receive college credit depending on their school's requirements and guidelines.

**Reports to:** Education Marketing Specialist, Marketing Specialist, PR & Communications Specialist or Digital Marketing Manager

**Position Start Date:** September 2019

**Position End Date:** Minimum of 10 weeks. Ideal candidates will commit through December 2019, with the possibility of extension.

**Time Commitment:** 10-15 hours a week

### **Job Duties**

- Manage the planning and implementation of all Pacific Science Center signage
- Work with Graphic Design team to create marketing collateral and signage
- Assist with content creation for website and other platforms
- Contribute to outreach and promotional initiatives including calendar listings, grassroots outreach and more
- Assist with PR coverage tracking and reporting
- Support media relations efforts, including developing media lists, drafting pitches and long form content, and more
- Conduct and compile research for marketing initiatives
- Assist with website and email analytics and metrics tracking
- Participate in weekly Marketing & Communications Division meetings
- Assist as needed with department's administrative tasks
- Other duties as assigned

### **Learning Opportunities**

- Strengthen marketing and communications skills through content creation
- Develop administrative and creative skills associated with working in a busy Marketing department
- Demonstrate marketing planning skills while working in a team environment
- Gain insight into the inner-workings of a large nonprofit educational institution

### **Position Requirements**

- Candidates must be current college students
- Flexible and willing to take on a variety of tasks
- High level of energy, enthusiasm and initiative
- Works well independently, as well as part of a team and can react accordingly to the Science Center's fast-paced nature
- Excellent written and oral communication skills
- Familiarity with AP style
- Pass a criminal background check
- Provide three references
- Candidates working towards a degree in Marketing, Public Relations or Communications strongly preferred

**TO APPLY:** Email a cover letter and resume to [pr@pacsci.org](mailto:pr@pacsci.org) with the title "Marketing Intern."

### **Pacific Science Center**

We are an **independent, nonprofit educational institution** that inspires lifelong interest in science, math and technology by engaging diverse communities through interactive and innovative exhibits and programs in every county of Washington state and beyond.

*Pacific Science Center is an equal-opportunity employer. We value diversity and it is expressed in all aspects, from the people and communities we serve to our organizational culture and our employees. Pacific Science Center does not discriminate on the basis of any trait as protected by law such as age, race, gender, veteran status, or disability in admission or access to, or employment in, its programs or other activities.*