

TCNJ School of the Arts and Communication Student Intern Team

Content Writer

- Develop copy for the School of the Arts and Communication social media accounts, including Instagram, Facebook and Twitter.
- Write web stories for the School of the Arts and Communication webpage and newsletter.
- Reach out to faculty, staff, students and alumni for story ideas and upcoming events.
- Assist with documenting events via social media posts and web stories.
- Develop copy for marketing and recruitment materials.
- Assist with the production of the school's newsletter.
- Assist the communication, marketing and outreach specialist with recruitment outreach initiatives, including serving as a student representative at recruitment events.
- Photography and design experience is a plus, but not necessary.

Graphic Designer

- Create graphics for the School of the Arts and Communication social media accounts (Instagram, Facebook and Twitter) and website.
- Design marketing and recruitment materials, including but not limited to flyers, posters, postcards, digital ads and web banners, and ensure projects meet TCNJ brand standards.
- Assist the communication, marketing and outreach specialist with recruitment outreach initiatives, including serving as a student representative at recruitment events.
- Photography and photo editing skills are a plus.

Social Media Intern

- Develop content for the School of the Arts and Communication social media accounts, for Instagram, Facebook and Twitter.
- Assist with managing weekly takeovers on Instagram featuring ArtsComm students.
- Monitor TCNJ social media accounts and reshare relevant content on the main School for the Arts and Communication channels.
- Assist with managing the social media calendar.
- Reach out to faculty, staff, students and alumni for social media content ideas.
- Assist with documenting events via social media posts and stories.
- Assist the communication, marketing and outreach specialist with recruitment outreach initiatives, including serving as a student representative at recruitment events.
- Photography, photo editing and design skills are a plus.