



812-593-8571
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www.visitgreensburg.com

Social Media Intern

Job Classification: Part time; approximately 20 hours per week; up to \$14/hour depending on experience.

Visit Greensburg is looking for a creative Social Media Intern to assist our growing agency. This is an exciting opportunity to make a significant impact promoting our community. This position offers a flexible schedule, Monday through Friday, with some weekend hours required, and will average 20 hours per week.

Social Media Interns support the digital media staff to develop and implement outreach and promotional campaigns to boost brand engagement and increase revenue.

Duties and Responsibilities:

- Upload events on website
- Create weekly and monthly editorial calendars to promote company brands on various social media websites
- Track TikTok engagement to identify high-performing ideas and campaigns
- Support marketing team
- Brainstorm and research ideas for original content
- Write social media captions that speak to the company's target audiences
- Help create and edit short-form videos for TikTok
- Develop new strategies for increasing engagement
- Assist with photo/video content shoots
- Ensure brand message is consistent, and utilize correct hashtags
- Search for possible blog collaborators for the marketing team

Requirements:

- Some experience in content management
- Excellent communication skills
- Basic copywriting skills
- Ability to deliver creative content (text, image and video)
- Proficient in MS Office (Excel and PowerPoint, in particular), Facebook, Tiktok, and Instagram

Applications should be completed and returned to hr@decatourcounty.in.gov or delivered to the Decatur County Courthouse, Suite 108.

Decatur County Government is an Equal Employment Opportunity Employer.



Decatur County Visitor Center, 211 N Broadway Street, Greensburg, IN 47240

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