MARKETING AND COMMUNICATIONS INTERN

Historic Charleston Foundation (HCF) is seeking marketing and communications interns eager to hone their skills and gain resume-building experience in destination marketing.

Job Description

- With supervision, research and develop a marketing and communications plan to raise awareness of and attendance at two historic house museums, Nathaniel Russell House Museum and Aiken-Rhett House Museum.
- Assist in writing and editing for multiple media and audiences and pitch local and national media.
- Assist as needed with development of a new corporate website.
- Assist with strategic social media planning and posting.
- Proofreading internal and external communications.
- Photographing Foundation events as necessary.

Position Requirements

- Desire to work hard and to learn.
- Outstanding written and verbal communication skills with attention to detail.
- Strong editing and proofreading skills.
- Flexibility, ability to deal under pressure, quick thinking, and a positive attitude are critical for this function.
- Other skills desired include: exceptional interpersonal skills, solid organizational and time management skills.
- Marketing, Hospitality and Tourism Management and Communications majors preferred.
- Student must be enrolled in a class to receive academic credit for the internship at the time of the internship.

Apply

Submit your resume with cover letter via email to Holland Williams, hwilliams@historiccharleston.org by December 15, 2015.

Established in 1947, Historic Charleston Foundation is dedicated to preserving and protecting the architectural, historical and cultural character of Charleston and its Lowcountry environs, and to educating the public about Charleston’s history and the benefits that are derived from preservation.