

Down Syndrome Association of Greater St. Louis
Communications Internship Opportunity – Spring 2018 Semester

The Down Syndrome Association of Greater St. Louis (DSAGSL) is a 501c3 non-profit organization serving individuals with Down syndrome and their families. DSAGSL is seeking a Communications Intern for the spring 2018 semester to assist with public relations and marketing efforts. The Communications Intern will assist with PR campaign management, social media outreach, video production, website content creation and maintenance, all while using DSAGSL branding. Interns will also gain experience in a non-profit setting and have direct interaction with individuals with Down syndrome.

The responsibilities will include, but are not limited to, the following:

- Upkeep of DSAGSL social media
 - This includes content creation, research, and campaign development
 - Manage Self-Advocate weekly video posts/ vlogs. Includes recorded and Facebook live videos
- Weekly E-Newsletter content creation
- Contribution to the DSAGSL blog
 - This includes writing, research, and outreach to community members to develop bi-weekly blog posts
- PR & Awareness Video Production
 - Assist with DSAGSL video creation and distribution focused on awareness and promoting DSAGSL programs & Events
- Maintenance of DSAGSL.org
 - This includes making updates to page content and/or calendar events
- Assistance in PR outreach
 - This includes creation and distribution of media releases and assisting in the development of the organization's media distribution list
- Basic graphic design work for printed and digital marketing needs
- Help manage Friends for All Season Calendar logistics
- World Down Syndrome Day (March 21) campaign content creation & distribution

Ideal candidate will have strong writing skills, positive attitude, and readiness to participate!

This internship is unpaid. DSAGSL will assist students with earning academic credit for their work. Schedule is flexible based on student availability.

Please e-mail resume and a letter of interest to AbigailBeckord@dsagsl.org