



### **Description**

National Association of Wheat Growers (NAWG) seeks a dynamic, self-starter to assist marketing and communications efforts. The NAWG Communications Intern's main role is to assist the Director of Communications and Partnerships in implementing organizational communications and marketing strategies. The Communications Intern will work independently and, in a team, to fulfill organizational goals and initiatives related to programming and events.

### **Qualifications**

- Firm grasp of social media tools and platforms including Facebook, Instagram, etc.
- Completed or working toward a college degree (junior level and up)
  - Bonus: in a related field (e.g., English, Marketing/Communications, Graphic Design, Advertising or Public Relations)
- Understanding of the basic principles of public relations and marketing
- Must be computer literate (working knowledge of word processing, PowerPoint, Excel).
  - Bonus: Proficiency in Canva, Adobe InDesign, and Photoshop
- Possess excellent written and oral communication and interpersonal skills
- Self-starter, good time management, creative, with the ability to communicate in a professional manner
- Highly organized, with an ability to prioritize time-sensitive assignments and follow through on commitments
- Ability to work well independently and within a team
- Commitment to the continuous improvement of service quality and the organization's mission

### **Responsibilities**

- Assist in planning, writing, and managing press releases and e-newsletters
- Design event/program fliers, graphics, and other marketing material
- Assist in event planning and strategy
- Update and maintain NAWG and NWF social media accounts, including daily monitoring, posting, scheduling, and reporting
- Provide input for creative marketing strategies and social media campaigns
- Manage editorial and event calendars
- Create one-page infographics
- Collaborate with staff on new ideas, directions, and tools for marketing and communications

**Hours:** 40 hours a week

**Compensation:** \$500 monthly

**Location:** Washington, D.C. or remote

**To Apply:** Please send cover letter and resume to Mariah Wollweber

([MWollweber@wheatworld.org](mailto:MWollweber@wheatworld.org)) with "Communications Internship" in the subject line.



**Winter Intern**

Winter Intern Applications Accepted: September 1 – December 15

Winter Intern Work Period: January – May

**Summer Intern**

Summer Intern Applications Accepted: March – May 15

Summer Intern Work Period: June – August

**Fall Intern**

Fall Intern Applications Accepted: June – August

Fall Intern Work Period: September – December