Intern, Social Media

MONDAY 8 hours	 Marketing/Media Team Check-in Weekly Planning, YouTube editing, respond to messages/ comments, market research 	– 9am-10am – 10am-5pm
8 hours	 Weekend Service Run Through Respond to messages/comments, Market research, Content Creation/ Brainstorming Intern Class Content, Brainstorming, etc. 	 9am-10am 10am-1pm 1-3pm 3-5pm
THURSDAY 5 hours	 Review Backup Taping, Identify key areas of the message, Edit graphic templates, Respond to messages/comments Marketing Team Meeting Intern Review (One on One) 	 10am-1:30pm 1:30-2:00pm 2pm-3pm
SUNDAY 3 hours	 Content creation during Weekend Experience as needed 	 Times will vary
NOTE	 Weekends with more than 3 hours of content creation needed hours will be taken from Monday Weekends with less than 3 hours of content creation needed hours will be added to Thursday 	

*Additional hours dependent upon Supervisor. **Weekend hours may vary. ***Additional meeting prep and/or responsibilities as needed.