



Digital Marketing & Content Coordinator Internship

Description: Gold Crown Foundation is a Colorado nonprofit founded in 1986. The foundation offers youth sports and education programs to nearly 15,000 boys and girls annually, with a focus on affordability and low income support. This is a part-time, 20-hour per week internship, and will work within the Development Department. As an intern, you will assist in promoting the foundation's brand across all platforms and raising additional revenue. You will gain experience across all aspects of the foundation (sports, education, facilities, sponsorship, community...) but a strong emphasis will be on social media marketing and growing the foundation's social media presence. This position is a great opportunity for someone looking for experience utilizing marketing, fundraising and social media for business in a sports minded environment.

Essential Duties/Responsibilities

- Work with the Marketing Director to oversee day-to-day scheduling and posting across Gold Crown Foundation's social media platforms
- Produce creative content and messaging for digital and social outlets
- Assist in promoting Gold Crown Foundation programs while keeping consistent with our brand guidelines and messaging
- Live posting at tournaments, camps and programs at the Gold Crown Field House and other foundation events as needed
- Assist with creating, planning, and executing event marketing campaigns
- Outline yearly content strategy and content calendar
- Research new marketing mediums and/or prospective sponsorship clients
- Other tasks to be determined as internship progresses

Required Skills/Recommended Requirements

- Strong written and verbal communications skills
- Ability to generate new ideas and creative content
- Experience with Facebook, Instagram, Twitter and YouTube for business
- Sport minded background highly preferred
- Ability to work in a cross-functional and collaborative environment
- Strong organizational and multi-tasking skills
- Ability to work within a team as well as individually
- Video editing and Adobe Suite experience a plus
- Must pass criminal background check

Other

- Intern level position, report to the Marketing Director
- May – August (exact dates can be determined)
- Class credit available; end of internship bonus potential based on performance
- Weekend hours/availability is required
- Position will spend time at the Downtown Denver office and Gold Crown Field House as needed

To apply, email your resume and cover letter to careers@goldcrownfoundation.com with the subject: Digital Marketing Internship Application.