



## Social + Communications Intern Description

To Apply please email resume to: [necessarytomorrows@gmail.com](mailto:necessarytomorrows@gmail.com)

### Overview

Necessary Tomorrows Creative Consulting is an agency that centers black/poc creatives and their desired journey to birth, disrupt and thrive beyond the unimaginable. We deconstruct the process to present ways for creatives to develop strategic intention, evolve and collaboratively break down barriers to sustain. To support our creative community we offer free and/or subsidized consulting services to black/poc creatives that are at the early idea stage and need a catalyst to determine what's next.

Necessary Tomorrows is committed to providing opportunities for future leaders of color to learn and thrive in a fully supported environment. Our mission is centered on creative ways to identify and evolve talent committed to Baltimore that have a connection to the purpose of our agency.

10-15 hours // January 2022

### Reports To

CEO - Sharayna Christmas

### Type of Employment

Paid Internship

### Preliminary Employment Period

*Used to Assess Capability and Organizational Conformity*

We are looking for a Social + Communications Intern to create, curate, and manage all images, videos, and written content on our Facebook, Instagram, and Mailchimp accounts to produce growth in support for our organization. Please review the details below to see if this position is the right fit for you.

We seek to provide the types of jobs where people can be themselves — can work hard and go home and not always carry work around — in a welcoming, comfortable space, to provide important benefits, to allow breathing room for emergencies, and where there is a culture of kindness and inclusivity.

## WHAT WE NEED

- WILLING TO LEARN
- Overcommunicator
- Able to work independently + consistently
- Strategic, creative, and community-minded
- Strong creative eye and ability to bring that vision to life with input and system creation
- An organizational wizard who is able to work on multiple projects simultaneously
- Experience working with freelancers
- Straight-forward communicator; detailed oriented and doesn't mess around with deadlines
- Out of the box thinker; willing to be imaginative and futuristic in your approach
- Demonstrated self-starter, comfortable setting priorities and goals

## Responsibilities

- Support the CEO with communications to potential partners, artists + collaborations
- Managing the creation and publishing of relevant, original, high-quality content
- Creating a publicity plan and regular publishing schedule  
*(including content, promotion, and engagement strategies)*
- Promoting content through social media
- Design and/or work with the graphic designer to create appropriate physical and digital marketing materials for ideation , exhibitions, and community events

## Qualifications

- Demonstrates creativity and documented immersion in communication + social media
- Able to alternate between creative and marketing knowledge to create successful platforms
- Displays in-depth knowledge and understanding social media platforms
- Maintains excellent writing and language skills
- Able to effectively communicate information and ideas in written and video format
- Excels at time management, teamwork, organization, online and in person customer service, fast