



COMMUNICATIONS INTERNSHIP APPLICATION

Please submit resume and completed application to Katie Monson at kmonson@cityofrefugeatl.org

Summer Intern Dates: June 2nd-July 31st

Communications Intern Job Description

What You Will Be Doing

- Assist the Marketing Manager in planning and creating content for social media platforms
- Draft and edit blog posts, newsletters, and other written materials
- Update and maintain website content
- Gather and document stories from clients, partners, and staff for marketing use
- Help coordinate email marketing campaigns and audience segmentation
- Support media relations efforts
- Collaborate with cross-functional teams to ensure consistent branding and messaging
- Contribute to creative brainstorming sessions and support other marketing initiatives as needed

What You Bring

- Strong written and verbal communication skills
- Familiarity with major social media platforms and digital marketing tools
- Enthusiasm for storytelling and sharing impactful narratives
- Excellent organizational skills and attention to detail
- Ability to meet deadlines and work in a fast-paced environment
- Willingness to learn new skills and adapt to changing priorities
- Passion for serving and uplifting communities through the mission of City of Refuge
- Comfortable working in a faith-based, Christian environment

Requirements

- Completed freshman year of college

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NAME (first, middle, last): _____

GENDER: female male DOB: ____/____/____

PHONE: ____-____-____ EMAIL: _____

BEST FORM OF CONTACT: phone email

SCHOOL: _____ YEAR: _____

MAJOR: _____

HOUSING NEEDED? Yes No

DO YOU HAVE YOUR OWN TRANSPORTATION? Yes No

In a few sentences, please answer the following questions.

1. Why are you interested in interning with City of Refuge?

2. What value can you add to the team?

3. What experience do you have working with social media, email marketing, communications, etc.?

4. What experience do you have working with non-profits?

5. What would you like us to know about you?

We require background checks. Would there be any reason you could not complete this requirement?

Yes

No