



2023 Summer Internship

Reports to the Director of Programs

To further the organization's mission, Only7Seconds is seeking an intern to join our team and assist with marketing, communications & development. The successful candidate will be responsible for creating marketing content, conducting research, and managing data. This is a great opportunity for someone who is interested in marketing, communications, and making a positive impact in the community!

Marketing and Communication:

- Assist in developing a marketing plan for Only7Seconds' youth programming
 - Refining target audiences and creating relevant content
 - Establishing communication cadence
 - Building audience opt-ins
- Write and edit copy for a variety of channels, including social media, email, and web
- Assist in SEO (Search Engine Optimization) for the Only7Seconds brand to highlight our programming and audience
- Monitor and analyze key performance metrics for marketing campaigns and initiatives
- Assist with general marketing and communications tasks such as:
 - Batched content creation
 - Merchandise store product development and growth
- Report on industry trends, best practices, and growth opportunities in marketing, communications, and social impact

Data Management & Research:

- Conduct market research to identify new opportunities for the organization
- Explore podcast growth (best practices, seo, sponsorships etc)
- Research organizational efficiency opportunities (ChatGPT/AI)
- Support data cleanup and email communications lists

Other:

- Collaborate with team members on cross-functional projects and initiatives
- Participate in brainstorming and ideation sessions to generate new ideas and strategies
- Create and manage project timelines and deliverables

Required skills:

- Interest in marketing (experience preferred): content creation, communications, etc.
- Excellent communicator: verbal & written
- Organized and ability to self-manage
- Comfortable being a Gen-Z voice in the organization
- A passion for social impact and community engagement

Preferred skills:

- Proficiency in social platforms (Facebook, Instagram, Twitter, LinkedIn, Tiktok)
- Familiarity with graphic design software (Canva, Adobe InDesign, Photoshop, Illustrator)
- Basic understanding of SEO
- Basic understanding of ChatGPT and AI
- Knowledge of Google Analytics and other web analytics tools

Application Process: To apply, please provide a resume and 1-minute video to info@only7seconds.com with the subject line: Summer Internship. The one minute video should be you on camera sharing:

- Who you are
- Why you care about Only7Seconds' mission
- Why you would be a good fit for this role

Location: For the best internship experience, we recommend being in-person at our Chelan, Washington Headquarters and located in North Central Washington, but we will also consider remote applicants.

Compensation: This is an unpaid internship position with a monthly stipend to assist with housing, food and travel.

About Us:

Only7Seconds is a community-focused organization with personal relationships at the core. We envision a world without loneliness and are excited to connect with others ready to see this come to fruition. Starting as a local organization, O7S has had the opportunity to establish a foundation for growing intentional relationships and learning what it takes to scale towards an international entity in a sustainable way. Each supporter of O7S is held to the same ethical standard; whether a Board member, staff person, volunteer or community stakeholder, we come together with an understanding that each person is valuable and should be treated with dignity. The O7S vision, mission and values are below and we hope you believe in them too.

VISION: A world without loneliness

MISSION: Inspire intentional connections by empowering people and equipping partners through established programs and resources

VALUES:

- Respect: Recognizing the dignity of each person and the innate value they bring through their beliefs, culture, heritage and abilities
- Joy: Engaging with people and places that encourage gratitude
- Courage: Demonstrating a readiness to face the challenges and speak the truth needed to show support and inspire hope
- Excellence: Living contagiously above reproach
- Empowerment: Encouraging the authority of each person to recognize and take ownership for sharing their talents and strength

Only7Seconds is an Equal Opportunity Employer and does not discriminate against employees based on race, color, religion, sex, national origin, age disability or genetic information.

We look forward to hearing from you!