

Content/Creative Writer Intern (Remote)

Digital Marketing Maven & Associates (DMM)

Part-Time | Remote | Internship | 10–15 hrs/week

About Us

At Digital Marketing Maven & Associates (DMM), we specialize in building powerful brands and digital experiences for small businesses, nonprofits, and purpose-driven entrepreneurs. Our full-service agency and educational platform, Maven University, are rooted in accessibility, culture, and strategy.

As a Content/Creative Writing Intern, you'll have the opportunity to bring stories to life, shape brand messaging, and sharpen your writing skills in a fast-paced, real-world agency setting. You'll work alongside a dynamic team of marketers and creatives while learning how compelling content can drive impact and conversions.

Position Summary

We're looking for a **Content/Creative Writer Intern** to help us create strategic, engaging, and culturally resonant content across a variety of channels. This includes blog posts, social media captions, email campaigns, website copy, and more.

If you're passionate about writing, storytelling, and brand voice—and excited to work on projects that empower communities and small businesses—this internship is for you.

Key Responsibilities

- Write social media captions, email campaigns, and blog posts for clients and DMM brands
- Support content creation for Maven University (course descriptions, website copy, resource guides)
- Assist in crafting client brand messaging, taglines, and bios
- Research topics and trends relevant to small businesses, nonprofits, and digital marketing

- Repurpose transcripts, meeting notes, and voice notes into polished copy
 - Proofread and edit written content to ensure clarity, consistency, and tone alignment
 - Collaborate with the design team to align visuals with copy
 - Maintain an organized content calendar and meet internal deadlines
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What You'll Gain

- Hands-on writing experience across a range of industries and content types
 - Exposure to brand storytelling, voice development, and content strategy
 - Mentorship from experienced marketing professionals
 - Portfolio-building opportunities and bylines (where applicable)
 - Confidence using tools like Notion, Asana, Google Docs, Canva, Mailchimp, and more
 - A behind-the-scenes view of agency operations and creative collaboration
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Qualifications

- Strong writing and editing skills with attention to detail
- Ability to write in multiple tones and adapt to different brand voices
- Basic understanding of marketing, branding, or digital content
- Familiarity with Google Workspace (Docs, Sheets, Drive)
- Bonus: experience with blogging, newsletters, or creative writing projects
- Organized, reliable, and able to work independently
- Passionate about storytelling, culture, entrepreneurship, or community impact

Preferred Degree Programs

(Not required, but ideal for students pursuing):

- English, Creative Writing, Journalism
- Marketing or Communications
- Media Studies or Public Relations
- Digital Marketing or Entrepreneurship
- African American Studies, Women's Studies, or Social Impact fields with strong writing skills

Internship Details

- **Hours:** 10–15 hrs/week
- **Schedule:** Choose from either:
 - Shift 1: Between Monday–Friday, 8:00 AM–2:00 PM CT
 - Shift 2: Between Monday–Friday, 2:00 PM–6:00 PM CT
(Weekend makeup hours optional if needed)
- **Location:** 100% remote
- **Meetings:** Weekly 1:1 virtual check-in with supervisor
- **Compensation:** Unpaid, but school credit, portfolio development, and recommendation letters available. Potential for paid contract work upon internship completion.

How to Apply

Submit your resume, a short statement about why you're interested in this role, and 2–3 writing samples (can be blog posts, social captions, essays, or class assignments). If you've worked with a brand or managed a blog/social media, let us know!

Send all materials to **support@digimarketingmaven.com** with the subject line:
Content/Creative Writer Intern – [Your Name]