

Renton Schools Foundation is seeking a Social Media Content Creator Intern



This position is open to Renton School District High School Students.

Are you passionate about using social media to make a difference? Do you enjoy being creative and using tools such as Canva to create online posts and reels? This may be the job for you!

The Renton Schools Foundation is a nonprofit organization dedicated to supporting students and teachers in the Renton School District. We are looking for a RSD Student Social Media Content Creator. In this role, you will have the opportunity to develop and execute social media, website content and monthly newsletters to help us amplify our message and engage with supporters and donors.

As the online voice of our organization, you will be responsible for creating compelling content that is engaging and supports our mission. This position is perfect for someone who is creative and enjoys writing. You will work closely with the RSF Director, collaborating on exciting initiatives and campaigns that inspire community involvement and support our mission.

Responsibilities:

- Use Canva and other tools to create engaging posts for online platforms including Facebook, Twitter, Instagram, LinkedIn, RSF webpage blog posts and Mail Chimp
- Visit afterschool programs to take photos and videos of students and teachers engaged in supports from the Renton Schools Foundation
- Schedule and manage photos for all social media posts
- Collaborate with RSF Director and team members to promote events, campaigns, and initiatives through social media.
- Create blog posts for RSF Website and monthly newsletters

Requirements:

- Passion for journalism/communications/public relations
- Strong written and verbal communication skills with a friendly and engaging tone
- Familiarity with social media platforms
- Experience using Canva or similar graphic design software
- Responsible, able to work independently
- Current Renton School District High School Student
- Have availability to attend some after school and evening events in the school district
- Provide your own transportation to and from after school and evening events
- Laptop to do the work

Hours and Compensation

- Employment/Internship Schedule: December 3 thru June 18, 2025, with the possibility to continue
- Approximately 6 hours per week or 90 hours each trimester to earn .5 credit
- Hourly rate: \$20
- Work to be done mostly remote with monthly in-person meetings held at school district headquarters

To apply, send cover letter, resume, three samples of your work in this filed, and two references, by November 11 to:
Pam.teal@rentonschoolsfoundation.org