

# CAMPBELL CITY SCHOOLS

*Superintendent*  
Matthew L. Bowen

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*Treasurer*  
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November 26, 2024

## PAID MARKETING INTERN OPPORTUNITIES

### Board of Education:

*President*  
Tony Kelly

*Vice President*  
Beth Donofrio

*Members:*  
Gary Bednarik  
Judy Gozur  
Tina Tsagaris

The Campbell City School District is seeking two (2) highly motivated and creative Marketing Interns. This internship is an excellent opportunity for students (sophomore to senior status) interested in gaining hands-on experience in public sector marketing, communications, and community engagement. You will work closely with administration to support various marketing and outreach efforts, helping to promote the district's mission and educational initiatives.

### **Key Responsibilities**

- Assist with the creation of marketing materials, including newsletters, flyers, social media posts, and website content
- Support the planning and execution of community engagement campaigns
- Coordinate and attend district events, providing marketing and communications support
- Monitor and update district social media platforms (Facebook, Twitter, Instagram, etc.)
- Help with email communications, press releases, and media outreach
- Perform other marketing-related duties as assigned

### **Qualifications**

- Current student majoring in Marketing (sophomore to senior status)
- Strong written and verbal communication skills
- Basic knowledge of social media platforms and digital marketing tools
- Ability to work independently and as part of a team
- Organized, detail-oriented, and proactive in problem-solving
- Ability to handle multiple tasks and meet deadlines in a fast-paced environment

### **Preferred Skills**

- Experience with content management systems (CMS)
- Knowledge of analytics tools (Google Analytics, social media insights)
- Experience with event planning and coordination
- Basic graphic design skills

### **Compensation**

- This is a part-time position requiring a minimum of 20 hours per week.
- **Hourly Rate:** \$14.50/hour.
- **Estimated Weekly Pay:** \$290.00 for 20 hours worked.
- 50% of the duties may be performed remotely, with a detailed log required to document work. Salary will be further evaluated based on demonstrated work performance and results.

### **Application Requirements**

1. A letter of application
2. A current resume
3. **Two (2) letters of recommendation** (At least one (1) recommendation letter must be from a teacher or professor in the applicant's college program.)
4. A **single-page mock flyer** showcasing upcoming event(s) at the Community Literacy Workforce and Cultural Center (CLWCC) that promote **family engagement** for Memorial High School and/or Northeast Ohio Impact Academy students.

### **Application Timeline**

- **Deadline:** All applications must be submitted by **December 13, 2024**.
- **Interviews:** Scheduled for **December 16-20, 2024**.
- **Position Start Date:** **January 6, 2025**.

### **Submit applications to:**

- Mr. Matthew Bowen, Superintendent, at [mbowen@campbell.k12.oh.us](mailto:mbowen@campbell.k12.oh.us)
- AND Carol Michaels, Administrative Assistant, at [cmmichaels@campbell.k12.oh.us](mailto:cmmichaels@campbell.k12.oh.us)



Matthew L. Bowen  
Superintendent

MLB/cmm

