Communications Summer Internship
May - August, 2020 • 12 Weeks • 40 hrs./week

The Georgia Forestry Association (GFA) is seeking applicants for a Communications and Intern to elevate the GFA brand through quality content development and to assist in the planning, promotion and execution of the 2020 GFA Annual Conference.

SUMMARY
Salary: $17.00 per hour
Application Deadline: March 31, 2020

RESPONSIBILITIES
» Special Project: Communications Strategy and Content Development: research, develop strategy and create content, highlighting an aspect of the forest industry (i.e. forest management, advocacy, economics, consumer behavior, etc.).

» 2019 Annual Conference & Forestry Expo: work closely with the Association’s Marketing and Communications team to execute the communications functions of the 2020 Annual Conference & Forestry Expo in Jekyll Island on July 24 - 26, 2020.

REQUIREMENTS
» The internship will require a minimum of 40 hours per week. Selected candidates will report to the Georgia Forestry Association’s headquarters in Forsyth, GA

» Applicant must be currently enrolled in collegiate coursework at an accredited university (preferably in Communications, Public Relations or transferrable degree)

» Displays good written and oral communication skills

» Demonstrates strong computer skills including a good working knowledge of MS Office

» A self-starter with the ability to collaborate with various teams

» Familiarity with key social media tools such as Twitter analytics, Facebook insights, and LinkedIn analytics; Microsoft Office products (i.e. Word, PowerPoint, Excel); and, Adobe Creative Suite (i.e. InDesign, Photoshop, Premiere)

» An ability to consistently demonstrate our values of insight, hard work, and effectiveness in their approach to work

» Ability to remain calm under pressure, with rapid change, and in a fast-paced environment

» A true interest in forestry, forest product manufacturing or related field.

APPLICATION INSTRUCTIONS
Interested candidates should submit a single PDF which includes a cover letter, resume, references and three work samples before March 31, 2020, to Matt Hestad at matt@gfagrow.org.