Position: Marketing Intern  
Reports to: Kayla Draper, Marketing and Events Coordinator  
Start Date: Summer 2022

The Society seeks a Marketing Intern to participate in the Applebaum Foundation Internship Program (AIP) – Summer 2022. The internship program runs from June 7 to July 21, 2022.

The Marketing Intern will work directly with DHS’ marketing team to generate content and materials and create media opportunities to support DHS’ marketing efforts around exhibitions, programs and events.

This position is supported by the Applebaum Foundation Internship Program (AIP) and will provide the selected candidate with $15/hour for the 6-week internship. This is a part time internship with a commitment of 25 hours per week. This is a hybrid internship opportunity; some tasks must be completed on-site at the Detroit Historical Society.

Preferred candidates will have a desire to work in the Museum or nonprofit sector, interest in Detroit history and availability to work occasional nights and weekends for special events.

**Position Description:**

- Generate content, deliverables and media opportunities to support the Society’s FY23 marketing plan.
- Manage the marketing launch of the Society’s Concert of Colors offering and Lunchtime Techno, a series of program activations on the Detroit Historical Museum’s Legends Plaza. Coordinate with the Education, Programs and Outreach team to align details and draft promotion plan.
- Participate in a minimum of three Roundtable Sessions provided by the Applebaum Foundation.
- Write and edit blog posts related to a variety of Society events and programs, as well as general historic content.
- Plan the Society’s weekly video feature across social media platforms by selecting videos from the Detroit History Archive and writing the accompanying copy.
- Assist with live social media content for assigned events and programs.

**Preferred Qualifications:**

- The program is open to all college students in Southeast Michigan who are in their sophomore year or higher in a program of study
- Detail oriented
- Project management skills
- Excellent verbal and written communication skills
- Ability to work from home
- Video and graphic design skills are a plus

Please send resume and cover letter to the Human Resources Department at humanresource@detroithistorical.org by April 21, 2022.

DHS complies with current COVID-19 government mandates and standards for facilities cleaning and social distancing and requires daily employee health screenings. DHS is an Equal Opportunity Employer and we encourage a diverse pool of candidates to apply. Candidates are subject to a standard background check.