

## **RRC Internship Posting: Marketing Intern December 2011**

**Summary:** This internship position is ideal for individuals seeking to gain broad applicable experience in a professional environment of a small consulting firm, and also specifically for those seeking experience in the following areas: Marketing, Branding, Product Development, Web Development, Social Media, Business Development, Professional Services Consulting and Starting Own Business.

### **You will have the opportunity to:**

- Research and implement social media and other online marketing tools
- Develop website content and design, review analytics
- Develop strategies for marketing and branding campaigns
- Learn how to support marketing and sales processes through CRM and other activities
- Review, format, and edit written marketing materials, including brochures, white papers, newsletters, e-zines, etc.
- Assist with meeting preparation, including documents and logistics
- Learn how to create and promote YouTube channel and videos

### **Qualifications:**

- College student or recent graduate: English, Marketing, Communications and Business majors preferred
- Proficient in MS Office Suite and social media forums
- Excellent written and oral skills
- Skilled in online applications and web research
- Show accuracy and attention to detail
- Well organized, flexible and capable of managing multiple priorities simultaneously in a fast-paced office
- Self-starter with a strong desire to learn
- Web development experience a plus

### **To apply:**

Send your cover letter, resume and writing samples via email to:  
[Opportunities@RebeccaReynoldsConsulting.com](mailto:Opportunities@RebeccaReynoldsConsulting.com).

This is a part-time unpaid internship.