

Neighborhood Centers of Johnson County

Digital Media Design Intern

Location: Hybrid/Iowa City

Duration: Fall Semester 2024 / Spring Semester 2025

Hours: 10-25 hours per week

Compensation: College Credit and/or Monthly Stipend possible upon discussion

About Us:

Neighborhood Centers work together with neighbors and neighborhoods to build better futures through education, outreach, and inclusive programs that celebrate diversity, strengthen families, and create safe spaces for the community. Neighborhood Centers offer vital programs such as Early Childhood Education, Youth Development, Family Support, and Community Engagement & Neighborhood Outreach. We connect families with critical resources such as affordable childcare, after-school and summer programming, family home visits, parent support groups, neighborhood events, and outreach. Join us in making a difference in our community!

Position Overview:

We are looking for a creative and enthusiastic Digital Media Design Intern to join our team. This internship offers an excellent opportunity to gain hands-on experience in a dynamic non-profit environment, working closely with our development and communications team to enhance our online and social media presence while engaging our community.

Key Responsibilities:

Design engaging and on-brand graphics for various social media platforms (Facebook, Instagram, LinkedIn, YouTube; TikTok is an option but not a priority)

Collaborate with the communications team to develop and execute social media campaigns

Maintain the existing content calendar, scheduling posts and stories

Update the website as needed and directed by the communications team

Use design tools and software (e.g., Canva, Adobe Creative Suite) to produce high-quality visuals

Stay up to date with current design trends and social media best practices

Support other design and marketing projects as needed

Qualifications:

Currently pursuing or recently completed a degree in Graphic Design, Marketing, Communications, or a related field

Proficiency in graphic design software (e.g., Canva preferred, Adobe Creative Suite a bonus)

Strong understanding of social media platforms and their respective design requirements

Creative mindset with attention to detail and a passion for design

Excellent written and oral communication and organizational skills

Ability to work independently and as part of a team

Prior experience in social media design is a plus

Benefits:

Gain valuable hands-on experience in graphic design and social/digital media management

Build a professional portfolio with real-world projects

Work in a supportive and collaborative environment

Opportunity to make a positive impact in the community

Work with an experienced nonprofit team and communications department

Potential for college credit or a stipend (if applicable)

How to Apply:

Interested candidates should send their resume, cover letter, and a portfolio or samples of previous design work to chastity-dillard@ncjc.org. Please include "Digital Media Design Intern" in the subject line.

Application Deadline: Applications accepted on a rolling basis until the right candidate is found.

Join us and use your creative skills to help build better futures in our community!