

Frost Fund

Social Media & Project Assistant Internship.

Expectations: Create exciting and strategic reels with grammatically correct captions to share throughout each week on Instagram and YouTube. Respond to DM's and comments in a timely manner. Assist the Frost Fund team as needed with project scheduling, event execution, video content gathering, and other organizational/communication needs as they arise. Help to grow the Frost Fund following, create red list rescue interview written content, support fundraising ideas and campaigns. Apply overall passion for non profit work, helping others, and being part of a team to help accomplish the Frost Fund mission.

Must be: Highly driven, deadline attentive, eager to get involved, enjoy social media reel creation, knowledge of Canva, strong writing abilities, confident people-person, able to communicate professionally across all platforms and in-person, loves animals. Knowledge of WordPress website building a plus.

Expected paid work load: Up to 6 hours each week, 24 total each month.

Internship duration: 6.5 months with potential for future onboarding. Expected start date range: May 20th - May 26th, 2024.



Full name:

Age:

Email:

Current occupation:

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| Why are you interested in interning with Frost Fund as the Social Media and Project Assistant? | |
| Why is providing hope and resources to animals and the people protecting them important to you? | |
| Please share about any experience you have in social media management/reel creation etc. | |
| What is animal enrichment and provide one example of an organization that might use it often and how. | |
| How many hours roughly each week are you available to devote to Frost Fund work? | |
| Are you confident in your ability to meet pre set project deadlines? Provide examples of your reliability in consistently meeting project/work deadlines. | |
| Do you have any past interning/work experience? | |

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| List your top three strengths or personal attributes. | |
| Would you consider yourself a creative person with ideas to share or someone who prefers to be instructed with clear directions in a job? | |
| Are you available May through early December 2024 for this internship? | |
| What days and times are you available to meet as a team every other week via zoom for one hour? List all that currently apply. | |
| Have you used Canva and/or WordPress before? | |
| Do you currently have any ideas to contribute to Frost Fund and/or our social media presence? | |

Caption for your reel: