



# Video & Social Media Internship

15~20 hours/week  
Harrison City, Pennsylvania

Protect PT is a 501(c)3 non-profit citizens' organization working to ensure the safety, security, and quality of life for residents of Penn Township, Trafford and surrounding communities in Westmoreland County, PA. Protect PT works to empower area residents to become informed and involved in current local events to promote a more viable and communal future. Our organization achieves this mission by partnering with other similar community-based charities, conducting outreach, educational workshops, meetings, and events. Visit our website for more information on our initiatives. [www.protectpt.org](http://www.protectpt.org)

We are seeking a socially and environmentally conscious person who is a strong communicator and has a passion for helping others and the community. A successful applicant will embody our organization's core tenets of Creativity, Quality Communication, Education & Leadership of Others, Culture of Service, Relationship Building, Adaptability, and Effective Time & Project Management. This position will report directly to the Outreach Manager. If you feel that you have what this job requires, send us a resume and an explanation as to why this position is for you!

## Responsibilities:

- Assist with the design and execution of social media video campaigns
- Recording and editing of audio and video used in social media campaigns
- Find creative ways to engage the community and promote events across platforms
- Storyboarding & storytelling for promotional videos
- Attend special community events to assist and document community outreach when needed based on the status of COVID-19

## Preferred Qualifications:

- Passionate about social and climate justice;
- Working towards a Bachelors Degree in Digital Communication, Multimedia, Graphic Design, or an associated major
- Ability to work independently, meet deadlines, and quickly learn PPT's outreach strategy as it pertains to the overall goals of the organization
- Proficient in Google Workspace and online collaboration;
- Excellent oral and written communication skills;
- Weekday evening and weekend availability one to two nights/weekends per month to attend events

PPT offers a supportive and flexible working environment with telecommunication available. PPT will work with the selected candidate's educational institution to meet credit or community service requirements.

## How to Apply:

PPT strongly encourages people of color, women, LGBTQ individuals, and those with disabilities to apply. Qualified applicants should send a cover letter and resume to Gillian Graber, Executive Director, at [gillian@protectpt.org](mailto:gillian@protectpt.org).