**Digital Content and Marketing Intern**

**Programming Intern**

Phi Lambda Chi Fraternity is offering unpaid internships for students who can work 6-10 hours weekly during the Fall of 2018 and/or Spring of 2019 to support leadership and professional development training for our undergraduate members. The focus will be on providing programming for the 2019 leadership conference.

This internship is a remote internship. Interns can ideally, with proper approvals, have an opportunity to earn academic credit. Interns are encouraged to obtain student development funding from their institution in order to attend our leadership conference in the Spring of 2019.

**Responsibilities:**

* Remain current on trends and issues in higher education, and develop timely programming for undergraduate men on these issues.
* Report to the Phi Lambda Chi National Executive Board on these issues and recommend a plan of action
* Communicate regularly with chapters to develop effective online programming for our chapters outside the traditional leadership/convention structure

**Requirements:**

* Candidate must be a creative self-starter who is eager to learn, willing to take initiative, and able to work independently
* Strong work ethic and sense of personal responsibility
* Strong public speaking ability
* Strong understanding of social media platforms like Facebook, Twitter, LinkedIn, etc.
* Ability to meet tight deadlines and schedules
* Excellent technical and research skills
* Excellent communication, writing, and proofreading skills
* Flexible schedule and willingness to work in certain on-demand situations

**Preferred Qualifications:**

* Academic disciplines: Education / Management/ College Student Personnel
* Junior or Senior class status for undergraduate internship, graduate level accepted for practicum hours
* 3.0 or higher GPA
* Member of a Greek letter organization is preferred

**HOW TO APPLY:**

Email your resume, at least two letters of reference, and a personal statement on why you would be a good fit for the internship to Executive Director Paul Smith at [smithpt@hotmail.com](mailto:smithpt@hotmail.com). Applications will be accepted until the positions are filled.