

## Online Communications Intern

### What we're looking for:

LivableStreets seeks a highly motivated Online Communications Intern to support our social media advocacy & front-end website development.

### Who we are and what we do:

For the last fifteen years, LivableStreets has been transforming Metro Boston by advocating for innovative and equitable transportation solutions that are safe, affordable and enjoyable making our community more connected and more livable for everyone.

### What the Online Communications Intern will do:

Primary responsibilities include:

- Maintaining the LivableStreets social media pages
- Collaborating with the Creative Content Manager on front-end website development projects
- Assisting with an ongoing project on improving website accessibility and user experience
- Assisting with quarterly Google Analytics and social media analytics reports

### Who you are:

- You are committed to the values of equity and justice, particularly in transportation and housing.
- You are familiar with and enthusiastic about social media, e.g. Twitter, Facebook, and Instagram.
- You have experience with front-end web development, specifically HTML5, CSS, and/or JavaScript (or a general familiarity with coding & ability to pick it up quickly).
- You are organized, detail-oriented, dependable, and able to multitask and work independently.

Other desirable skills or experience include:

- Professional or volunteer experience in transportation, housing, social justice advocacy, or related fields
- Experience using social media for advocacy and/or in a professional setting
- Experience with NationBuilder and/or other CMS/website platforms
- Bonus: experience building reports using Google Analytics and/or PowerBI

## **Deliverables, commitment, and compensation**

- The Creative Content Manager will work with you to develop a work plan that meets the needs and goals of both parties in the agreed upon timeline. You will have the opportunity to build your portfolio with specific projects and experience working in the non-profit sector.
- You should be able to make a 10-15 hour/week commitment for 3 months in the spring of 2021, with an option to start in November 2020 for someone interested in a longer-term engagement with LivableStreets
- The Online Communications Intern is eligible for a modest stipend and limited remote office setup reimbursement.

Applications are due by October 30th. To apply, please submit a cover letter and resume to [lorraine@livablestreets.info](mailto:lorraine@livablestreets.info).

*LivableStreets is an equal opportunity employer; we are especially interested in diverse applicants, including BIPOC; queer, trans, and non-binary people; and neurodiverse people and people with physical disabilities. People with multiple marginalized identities are strongly encouraged to apply. LivableStreets does not discriminate on the basis of race, color, religious creed, sex, gender, national origin, ancestry, citizenship, age, medical condition, mental or physical disability, veteran status, marital status, sexual orientation, gender identity, weight, height, linguistic characteristics (such as accent and limited English proficiency, where not substantially job-related), citizenship status, or any other basis prohibited by law.*