



Post: Marketing & Communications Internship

Contract: **Paid 6 month fixed term contract - part time at 0.8.** We are open to flexible hours working arrangements and those that would require a shorter contract.

Salary: £305 per week

Location: Work from home - anywhere within the UK. You must evidence your right to work in the UK.

Background /Summary

At In2scienceUK our mission is to promote social mobility and diversity in science, technology, engineering and maths. We do this by leveraging the skills and passion of researchers and STEM professionals to support young people from disadvantaged backgrounds to achieve their potential and progress to degrees and careers in STEM.

We are seeking a marketing and communications intern to join us as we plan to support more young people in 2022 than ever before. In this role you will work collaboratively with the programmes team to deliver key programme and partner communications, as well creating highly engaging content across our social media, digital and print media channels to reach new students and volunteers.

This role would be ideally suited for someone who has recently graduated from a marketing, communications, or related degree, and is looking to make their first step into a career in the field, as well as someone with a creative flair for B2C communications. This role is a fantastic opportunity for the successful applicant to make a real impact both within the organisation and for hundreds of young people who benefit from participating in it.

Key Responsibilities

- Deliver effective communication campaigns, to build our brand, and engage with students and volunteers across our programmes.
- Produce highly engaging and creative written, digital and video content for a range of audiences, with a particular emphasis on increasing our profile of Instagram, TikTok and Twitter.
- Collaborate with the team to ensure key programmes and partner messages are delivered in a timely manner.

- Support with the development of annual comms & marketing campaign plans.
- Report on social media and digital marketing performance.
- Manage creative assets and resources, and act as a point of contact for all things creative.

Skills

Essential

- Excellent communication skills, specifically spoken and written English at C1/C2 level.
- Passion for design and written content, with a strong eye for detail and bags of creativity.
- Relevant knowledge or experience of developing content for marketing campaigns across a wide range of channels including social media, web, blogs, email and print marketing.
- Excellent time project management skills with the ability to juggle competing demands and deadlines.
- Self-starter with a can-do attitude and can work as part of a team.
- Competent in use of microsoft office suite, especially powerpoint and excel.

Desirable

- Completed or studying a degree in Marketing, Communications or other related discipline.
- Graphic design capabilities for both digital and print. Adobe Suite or Canva preferred.
- Good knowledge of HTML, CSS and/or Javascript for marketing purposes.
- Video editing experience for social media.
- Experience with CRMs and newsletter software and segmentation.
- Experience of analytics and reporting tools such as Google Analytics, Google Trends, Google Search Console.

What do we offer

- Opportunity for your work to make a meaningful and positive impact in the not-for-profit sector.
- An opportunity to develop your skills and career in a supportive environment.
- Work from home anywhere within the UK, with the opportunity for flexible working hours.
- 28 days annual leave (pro-rata).

Application Procedure

Please send a CV, brief cover letter (maximum one page each), and no more than two examples of your work, detailing briefly what aspects of the work you delivered to Stephen Hancock, recruitment@in2scienceuk.org.

Deadline: 3rd December at 5pm
Interviews will be held virtually