



Opening: Website & Social Media Editor Internship for Conservation Non-profit

Application Deadline: 21 April 2017

Description: Oikonos Ecosystem Knowledge is offering a volunteer internship to support Public Communications on the website and social media for an organization conducting ecological research, conservation, and education throughout the Pacific. This position will support the goals of more than 20 projects in Chile, California, and Hawai'i working collaboratively with many partners. The intern will work with multiple staff, including biologists, development leaders, and IT support. Within this position there are opportunities for college credit, portfolio products, and the creation of new marketing campaigns to raise awareness for conservation efforts.

Skills Required

- Interest in Oikonos' mission and Environmental/Science Communications
- Familiar with Word Press editing
- Proficient in Photo editing
- Experience editing short video clips
- Familiar with synchronizing social media platforms
- Demonstrated writing skills
- Ability to manage responsibilities and time independently
- Competitive applicants will have Spanish language familiarity (bilingual website)

Responsibilities: The primary responsibilities will include improvements and management of website and social media content and impact. The expectation is that Interns work 8 – 12 hours a week depending on their goals. Specific tasks include:

- Website Improvements: update content, photos, and videos
- Create new project pages
- Update plugins and work with web designer to fix back-end problems
- Manage photos and videos on multiple platforms (i.e. facebook, Instagram, vimeo, flickr)
- Link and content management
- Synchronize website content with social media and fundraising campaigns

Location: Preferred location O'ahu office located in Waimanalo, at Hawai'i Pacific University's Marine Science program at Oceanic Institute. Remote work will be appropriate after training and project orientation.

Apply: Please send a letter of interest, resume with representative examples of your work, and contacts for two professional/academic references via email to Michelle Hester, Executive Director, michelle@oikonos.org.

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