



INTERNSHIP OFFER -  
MARKETING AND  
COMMUNICATIONS

Area: Philadelphia, Center City

Format: Remote

About us : The Alliance Française de Philadelphia is a nonprofit organization (501[c] [3]) dedicated to helping people learn French and deepen their knowledge of Francophone cultures. We do that by offering a wide variety of classes for all levels, many cultural events and a welcoming community.

### **Marketing & Communications Internship**

Promote French language and Francophone cultures in Philadelphia!

#### **Description**

As the Marketing-Communications intern, your efforts will be integral to the success of communications, marketing, and event-related initiatives at our dynamic non-profit .

This position reports to the Executive Director.

You will join a team of professionals who are passionate about their mission to help people learn, explore, and connect with others – especially those who have an interest in France and Francophone cultures and communities.

#### **Tasks:**

Draft and edit external communications, including weekly newsletters, flyers, postcards, brand merchandise, etc

Update and edit the website

Maintain email lists and develop segments for targeting

Support in implementing marketing strategy

Assist with special projects related to marketing and communications

#### **Required Skills**

Social media savvy (Twitter, Facebook, Instagram, YouTube)

Basic Graphic design

Videography/video editing

Strong English writing

Excellent organizational and interpersonal skills to represent the Alliance

Interest in French and Francophone cultures

Basic conversational French language skills are not necessary, but are a definite plus.

**Qualifications & Experience:**

Student in Marketing and/or Communications .

Internship Duration 4-6 months, or more

Part time (10 - 15 hours per week) on weekdays

To Apply: Please send a resume/CV and a cover letter that includes your availability to:

[alliance@afphila.com](mailto:alliance@afphila.com)

The Alliance Française de Philadelphie is an Equal Opportunity employer. Candidates are chosen on the basis of ability without regard to race, color, religion, sex, national origin, disability, gender identity, marital status or sexual orientation, in accordance with federal and state law.