



Position: Content Management Internship

Compensation: Academic Credit / Community Service Hours

Minimum Requirements: 60 hrs

Qualifications:

- Enrolled in High School, rising juniors and seniors only
 - OR high school-aged with lived experience of homelessness
- Technical proficiency with Twitter, Facebook, Adobe products and content management systems (WordPress in our case) is preferred
- Spanish language proficiency also a plus

Description: Content Management interns are a crucial component of helping Street Sense reach as many audience members as possible to elevate our vendors' work, build community and teach more people about homelessness.

Content Management interns help the editor, communications manager, events manager and editorial interns accomplish the following tasks:

- Listen to and transcribe episodes of our podcast about homelessness to help us make each episode available to people with hearing disabilities
- Help build our web archive by reading, posting and properly categorizing old stories with WordPress. Street Sense has been around since 2003 and is sometimes the only record of community events affecting homeless people. But we only have searchable articles online from 2012 to present
- Share our stories and videos on social media, working with staff to develop a consistent and engaging voice
- Design newspaper pages to present stories in an eye-catching way
- Maintain a community calendar listing on our website: checking an inbox for event submissions, creating visually appealing website posts through WordPress and optimizing those posts to be found by search engines ("SEO")

Street Sense Media is more than just a news outlet. You can learn more about our mission and other media channels in [this PBSNewsHour report](#).

Contact: Eric Falquero, Editor | eric@streetsense.org | (202) 347 - 2006

Email the following materials, using this subject line: "[Semester, year] Content Management"

- Resume
- Cover Letter
- 1 Work Sample

Deadlines: November 15 (Spring) | April 1 (Summer) | August 1 (Fall)

StreetSense.org/intern



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