



Job Title: Administration Internship - Social Media/Marketing

Description:

Semester Marketing internship (Hybrid Role) to fulfill Course Credit

Tasks:

- ★ Training for this role provided by VP, Operations
- ★ Curating Marketing Calendar
- ★ Direct Marketing
 - Support quarterly reports
- ★ Running all Social Platforms (Tik Tok, Instagram and Facebook)
- ★ Creating content based off of provided content calendar
 - Working with Worship Chair to align scripture with daily posts
 - Maintaining online presence within Abigail Academy image provided by Brand Kit
- ★ Working closely with VP of operations
 - Creating Presentations
 - Creating Newsletters

Job-Type:

Internship for Class Credits - Semester

Hybrid Role

Abigail Academy is a scripture-based, dynamic center that incorporates fun and engaging programs with effective modern life skill training to increase self-value, self-expression, leadership and communication in young girls.