



Part-Time Client Project Management Intern – Winter-Spring-Summer-Fall Semesters

Education Requirement: Working toward a 4-year degree at a college/university

Location: Home Office in Columbia, Maryland

Company Description:

Logiccreative is a marketing and design business specializing in brand marketing and social media strategy. Logiccreative provides a diverse selection of services including: marketing consultation, graphic/web design, social media marketing, and copy writing/editing. Logiccreative works with businesses, professional associations and networking organizations locally and virtually. www.logiccreative.com

Job Description:

This is an unpaid internship providing students with experience in Marketing, Social Media and Design. The responsibility of this intern position is client project management to assist in clients' marketing efforts and track the progress of client projects. Duties assigned will include administrative functions, updating of clients' social media sites, writing press releases and articles, industry and/or client research, and assistance with gathering information and images for clients' marketing materials.

Qualifications:

- Candidates should have completed at least 36 college/university credits with at least a 3.0 GPA
- Good organizational skills
- Strong written and communication skills
- Experience with Microsoft Office
- Be able to work and think independently with minimal oversight
- Detail-oriented and can multi-task
- Positive attitude and a desire to contribute and learn
- Preferred majors include Graphic Design, Communication, Public Relations, Marketing or a related field
- Experience with Social Media preferred but not required

Hours: Approximately 10-12 hours weekly split into two or three days with a flexible schedule

Benefits:

All interns can list Logiccreative as job experience on their resume after their internship. It is an opportunity to get varied experience and to develop your skills and talents as part of a growing business.

Successful interns will have the opportunity to job shadow at networking events. Furthermore, successful interns will receive a letter of recommendation either for their next position or scholarship and can list Logiccreative as a reference on their resumé. Successful is defined as exceeding not just meeting expectations.

How to Apply:

Please send cover letter and resumé to careers@logiccreative.com. The cover letter should answer the following questions. "What are your career goals and how would this internship help you achieve them? What do you hope to gain from this internship? What kind of coursework and/or experience do you have that would make you a valuable intern?"