

CISLM Communications and Operations Intern (Part-Time)

The Center for Innovation and Sustainability for Local Media is looking for a Research & Communications Intern to join our team. The Center supports existing and start-up news organizations through its dissemination of applied research, the development of digital tools and solutions and education/outreach to local news organizations.

Housed in the UNC J-School, the Center is funded by grants from the John S. And James L. Knight Foundation and UNC's Office of the Executive Vice Chancellor & Provost. This position is based in the J-School, but there are opportunities for a hybrid schedule.

The ideal applicant will possess strong knowledge of the digital media landscape, as well as strong organizational and time-management skills. They will be responsible for finding and cleaning data, interviewing news leaders and writing articles about local news organizations, website projects, monitoring and posting on blogs and social networks, participating in online outreach and promotion, optimizing our website, gathering analytics and data, helping plan events, and other duties as assigned by the CISLM director.

Responsibilities include:

- Utilizing Excel to dive into data analytics
- Finding and cleaning large data sets to help explore/contextualize changes in local news
- Pitching and writing blog content about the state of local news, innovation in the field, the success of transformation in local news organizations, etc.
- Create engaging digital and social media content
- Disseminate news and information produced by fellow MJ-school communicators
- Work with the CISLM director and project manager to create and implement strategic social media campaigns.
- Develop content calendars on a weekly and monthly basis.
- Monitor public discussion across platforms
- Collect and contextualize data and analytics for each social platform
- Share content and plans with affiliate MJ-school account owners
- Alert fellow School communicators to relevant news and updates discovered via social media
- Other duties as assigned by CISLM Director

Pay:

\$10-12/hour for an estimated 15 hours a week

To Apply:

Send Resume, cover letter and a writing sample to cislm@unc.edu