

Livable City

301 8th Street, San Francisco, California 94103, United States

Seasonal Part-Time Internship(5/22/19 - 8/21/19)

Applications close on May 8th, 2019 at 11:55 pm

Social Media Intern

About Livable City

San Francisco's urban land use policy and advocacy nonprofit Livable City works to create a city of great streets and complete neighborhoods, where walking, bicycling, and transit are the best choices for most trips, where public spaces are beautiful, well-designed, and well-maintained, and where housing is more plentiful and more affordable.

Livable City runs the city's open streets programs, Sunday Streets and Play Streets. These events bring communities together, promoting healthy living and active transportation to create vibrant, healthy, connected communities across the city through car-free streets.

Livable City has six dedicated full-time staff, augmented by passionate interns and hundreds of annual volunteers.

Internship Requirements

- A minimum commitment of 8 hours per week in the office, with some additional night and weekend availability
- A minimum commitment of 12 weeks depending the candidate's satisfactory performance.
- Mandatory attendance at Sunday Streets Events in 2019.
- Complete a 5 minute presentation at the end of the internship.

Position Overview

Livable City seeks an intern to support the organization's social media communications. The intern will help tell the organization and its programs' stories through social media, including Facebook, Instagram and Twitter. The position reports to the Livable City Communications Manager. Responsibilities to include:

- Curating, producing and publishing content
- Monitoring and tracking social media channels.
- Maintaining social media communications schedules

Qualifications

- A commitment to Livable City and Sunday Streets mission and values.
- Excellent oral & written communications skills.
- Strong understanding of (and passion for!) social media
- Ability to communicate with diverse groups.
- Experience with Google Sheets and/or Excel

To Apply

Please submit a resume and cover letter, along with your general availability to: hr@livablecity.org with the subject line: 2019 Social Media Intern.

Summer 2019 Recruitment Timeline

Applications are due May 8th 2019. We will conduct interviews from May 13-17 and will notify you by the end of May if you are selected to interview.

About Livable City

Headquarters

301 8th Street, San Francisco, California 94103, United States

Website

sundaystreetsf.com

Division

Communications

Livable City is San Francisco's urban land use policy and advocacy nonprofit. The organization works to create a San Francisco of great streets and complete neighborhoods, where walking, bicycling, and transit are the best choices for most trips, where public spaces are beautiful, well-designed, and well-maintained, and where housing is more plentiful and more affordable.

Livable City also runs a number of programs, including Sunday Streets and Play Streets. These programs bring communities together, promoting healthy living and active transportation to create vibrant, healthy, connected communities across the city through the format of car-free streets. Livable City has six dedicated full-time staff, augmented by passionate interns and hundreds of annual volunteers.