Title: Marketing & Communications Department Internships – Summer Intern (2 positions)
Reports to: Chief Marketing & Communications Officer
Posting Date: February 28, 2022
Location: Remote
Internship Dates: Late May – Late August (Dates TBD)
Application Deadline: March 15, 2022

USRowing
USRowing is a nonprofit organization recognized by the United States Olympic and Paralympic Committee as the national governing body for the sport of rowing in the United States. USRowing selects, trains, and manages the teams that represent the U.S. in international competition.

The organization serves multiple constituencies including novice learn-to-rowers, parents of rowers, masters rowers, adaptive rowers, collegiate rowers, indoor rowers and, most recently, coastal rowers.

We are focused on growing diversity, equity, and inclusion within the sport of rowing on a national scale, on increasing support for our national team programs, and providing additional benefits and value to our membership (approximately 80,000 individuals), and clubs.

What We Offer
USRowing is offering two internship positions in the Marketing & Communications Department during the summer of 2022. Ideal candidates will have the ability to work creatively in fast-paced environments and meet deadlines.

Responsibilities:
- Assist with the production of content for, and management of, USRowing’s social media platforms including Twitter, Facebook, Instagram, TikTok, LinkedIn, YouTube, and USRowing.org
- Write press releases, feature stories, and athlete bios
- Assist with media operations at local, regional, and national events
- Interview members of the rowing community and film B-roll
- Provide support domestically for the national team communications team
- Assist with generating marketing materials for use across departments
- Create promotional marketing materials for potential sponsors and revenue streams
- Assist with gathering analytics for all platforms
- Organize archival photos, footage, and other content

Qualifications:
- Proficient writing skills and proofreading ability
- Experience in video production, marketing, social media, or a related field
- Proficient with Adobe Premiere or equivalent
- Proficient with other Adobe CC applications (Photoshop, After Effects, etc.)
- Ability to use basic photo and video equipment such as tripods and DSLRs
- Proficient social media knowledge (community engagement, content creation, trend awareness)
- Excellent at digital file organization
**Additional Qualifications:**
- Experience in journalism, sports information/media relations, or a related field
- Proficient use of AP style
- Experience with Microsoft 365, Mailchimp, SmugMug, or WordPress

A rowing background is preferred but not required. Travel may be requested but is not required due to Covid. A stipend is offered for this position. Course credit also is available. Applicants must be available to work regular business hours and occasional evenings and weekends.

**USRowing Values**

USRowing is committed to the following values to fulfill its mission and achieve its priorities:

CULTURE OF MUTUAL RESPECT. Foster an inclusive culture honoring the rights, views, and inherent value of others, treating all with dignity and courtesy.

PROFESSIONALISM. Develop and share expertise, act effectively and efficiently, and be responsive and reliable, honoring all pledges and promises in a timely and trustworthy manner.

SAFETY. Be constantly mindful of safety on and off the water, taking proactive measures to prevent injury, abuse, or other harm, and help others both within USRowing and among member organizations.

INTEGRITY. Have the courage to choose what is right, adhere to the mission and practice our values rather than merely profess them. Employ the highest ethical standards, demonstrating honesty and fairness in every action we take.

FAIR COMPETITION. Commit to upholding the integrity of sport to ensure a level playing field devoid of doping, cheating or other forms of unfair advantage.

TEAMWORK. Work collaboratively and assume positive intent; support each other to combine individual strengths while keeping an eye on the greater good.

ENJOYMENT IN ALL ASPECTS OF SPORT. Create opportunities for involvement that promote a positive experience and lifelong love for rowing for all.

Please email a cover letter, resume, work samples, and two references by March 15 to Brett Johnson, USRowing Sr. Director, Programs & Communications, Brett.Johnson@usrowing.org, with the subject line “2022 Marketing & Communications Department Internship.”

USRowing is proud to be an Equal Employment Opportunity employer. We do not discriminate based upon race, religion, color, national origin, gender, self-orientation, gender identity, gender expression, age, status as a protected veteran, status as an individual with a disability, or other applicable legally protected characteristics. We are committed to growing diversity, equity, and inclusion in the sport of rowing and believe that work begins in our own space. We believe diversity makes us stronger and encourage individuals with diverse backgrounds and life experiences to apply to join our team.