Marketing & Communications Intern

Position Summary:
Under the direction of the Director of Marketing & Communications, the Marketing & Communications Intern helps Insight Counseling Centers fulfill its mission of restoring lives to wholeness – mentally, emotionally, and spiritually – by increasing Insight's brand awareness.

Tasks will include but not be limited to:
- Social media management including Facebook, Instagram, and Twitter
- Copywriting for electronic newsletters
- Writing and disseminating press releases
- Identifying and contacting new and current referral sources to increase awareness of Insight's services
- Fostering teamwork and contributing creatively to Insight’s marketing goals as outlined in the strategic plan
- Ensuring client safety, dignity and privacy at all times, including HIPAA's client confidentiality rules

Time Commitment: 10 hours/week or as needed to fulfill university requirements

Qualifications: This role requires...
- Enrollment in a degree program in marketing, communications, public relations, or a related field
- The willingness to learn Insight's mission, services, resources, and processes
- Critical thinking, service excellence, and interpersonal communication skills to solve problems
- The ability to understand written and verbal instructions and basic computer skills, with attention to detail, thoroughness, and accuracy
- Any previous intake experience is a great help, but not necessary to succeed in this role

All qualified applicants will receive consideration without regard to race, color, religion, sex, sexual orientation, gender identity or national origin. To apply, please contact Abbie Culbertson, Director of Marketing & Communications, at 615-383-2115 x110 or abbie@insightcenters.org.