



Friends of the Blue Hills: Social Media Intern

The Friends of the Blue Hills (FBH) is a volunteer-driven organization dedicated to protecting and preserving the Blue Hills Reservation in its natural state and serves as a watchdog of activities that might adversely affect it. To accomplish this, we:

- 1) Advocate for actions that will enhance the Reservation.
- 2) Encourage involvement in the protection and preservation of the Reservation by all users.
- 3) Guide enthusiasts in exploring the nearby remoteness of the park through educational, historical, and nature hikes.
- 4) Work with the Massachusetts Department of Conservation and Recreation (DCR) to maintain the quality of the Reservation and provide public input for its management.

We are looking for a dependable individual to help us connect with people who love the Blue Hills through social media. Because FBH does not have a central office, the Intern will work remotely. This internship is unpaid.

Responsibilities: The Social Media Intern will be responsible for posting content in various formats to social media channels. The Intern will:

- Create, monitor, and schedule posts to LinkedIn, Instagram, Twitter, and Facebook
- Interact positively, when appropriate, with social media users on behalf of FBH
- Coordinate with staff and volunteers to promote upcoming events and initiatives on social media
- Analyze performance to optimize future performance and maximize engagement
- Proactively develop content ideas
- Develop and maintain content planning calendar

Qualifications:

- Interest in the Blue Hills or land protection desired
- Background in graphic design or visual arts helpful
- Avid self-learner
- Experience working with Meta Business Suite, Instagram, Facebook, Twitter, and LinkedIn strongly preferred
- Strong writing and communication skills
- Excellent time management and prioritization skills to handle multiple tasks and goals each week
- Ability to meet deadlines and work efficiently without sacrificing quality
- Ability to work independently and problem solve while participating in a team environment
- Current student or bachelor's degree preferred

Equipment requirements: Computer and Smartphone

Hours: Approximately 1-5 hours/week.

To Reply: Send cover letter and resume to: info@FriendsoftheBlueHills.org with the subject line "FBH Social Media Intern Application."

The Friends of the Blue Hills is an equal opportunity employer and does not discriminate on the basis of sex, age, race, national origin, ethnic background, disability, or any other characteristic protected by law.