Marketing Intern
Campus Dining

Fall 2022

Duties/Responsibilities:
● Develop a consistent brand and theme for Campus Dining for clearer and more effective communication to students, prospective students, and other parties.
● Communicate policy changes, sustainability, hours, menus, and other updates to students in a clear, creative, and visually pleasant manner.
● Develop, manage, and follow a social media calendar.
● Receive and coordinate incoming requests for advertisements in the Marketplace and Cooler (e.g. napkin dispensers, chalk wall, table tents, etc.).
● Research comparable institutions’ marketing strategies.
● Serve as a member of the Food Systems Working Group (FSWG).
● Perform general office duties (filing/telephones/on-campus errands, other) as needed.

Qualifications:
● Proficiency with graphic design applications (i.e. Photoshop, Illustrator, Adobe Acrobat, Canva, etc.)
● Proficiency with Microsoft Word, Excel and social networking applications
● Creativity and artistry, both physical and digital (e.g. photography, graphic design, painting and drawing)
● Organized and independent
● Ability to complete projects in a timely fashion
● Ability to work on a team
● Preference to students on work study, but not required
● Preference to first-year and sophomore student, but not required

Start date:
October 1, 2022

End date:
May 2023 with possibility of continuation into the 2023-24 academic year

Work Schedule:
Flexible

Hours Per Week:
8 hours

Starting pay rate:
$16.04/hr

To apply, please submit student employment application to dininginterns@oxy.edu