



## 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 (eg. 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 (eg. 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.ed](mailto:dininginterns@oxy.ed)

