

Social Marketing and Management Assistant (Los Angeles)

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Location **California**
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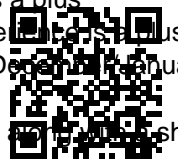
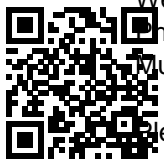
QR Code Link to This Post A Los Angeles based social media marketing and management company is searching for a social media/marketing intern. You will be working directly with the owner of the company.

Responsibilities include but are not limited to:
 Assisting with social media strategy and captions
 Monitoring social media and news stories
 Pitching media
 E-newsletter development
 Assistance with photo shoots
 Producing reports and presentations
 Writing press materials
 Updating media lists
 Developing paid Facebook and Instagram ads

Qualifications:
 Strong verbal and written communication skills
 Strong attention to detail
 Experience with Google products (Gmail, Drive, etc)
 Social media knowledge and experience is a plus
 Photography experience is a plus

Web design experience is a plus
 Photoshop/WordPress experience is a plus
 Must be available to begin in December/January

Please send your resume and references to short days. We will provide you with a short day about your experience. We will receive your feedback, experience, marketing and review of recommendation.



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