Title: Communications Intern (paid)  
Date Reviewed: February 2021  
Supervisor & Title: Victoria Broehm, AFIA Director of Communications  
Date in Position: May 2021 - August 2021  
Location: Remote

Position Summary:
The communications intern will support the American Feed Industry Association’s (AFIA) communications team with drafting and editing content for distribution to members and other target audiences via AFIA and Institute for Feed Education and Research (IFEEDER) email blasts, newsletters, blog, news releases, website, social media and more. The intern will also be responsible for completing select long-term communications projects that will assist the AFIA in achieving its mission.

Position Responsibilities:
- Work with the graphic and web design manager to upload and properly tag photos for AFIA’s new photo database.
- Work with the communications coordinator to develop #FeedFacts by species for use in social media and on the website.
- Update existing AFIA infographics with the latest data and branding.
- Attend events and write content as necessary to support the communications team, including: event and product marketing emails, articles for the FeedGram newsletter, posts for the AFIA Feed Bites blog, webpages, news releases and more.
- Post content to social media and proofing materials for staff as necessary.
- Assist with minor graphic design work (e.g., developing #FeedFacts graphics).
- Assist with minor video work (e.g., reviewing B-roll, Biteable marketing videos).

Knowledge and Experience:
- Pursuing a bachelor’s degree in agricultural communications, communications, journalism or a related field. Previous intern or work experience required. Previous experience in the agriculture of feed and pet food industries a plus.
- Self-motivated; capable of working remotely to complete tasks on time and with minimal supervision; detail-oriented; proven written communications skills.
- Familiarity with Microsoft Office Suite programs (i.e., Word, Outlook, PowerPoint and Excel).
- Preferred familiarity with online marketing platforms (e.g., Informz, Constant Contact); and posting to websites (e.g., WordPress, Mura CMS), blogs and social media.
- Familiarity with graphic design software (e.g., Adobe InDesign) and video editing programs (e.g., Biteable, Premiere Pro) desired.
- Proficient in AP Style and writing for the web (SEO is a plus).
- Since this is a remote position, the candidate must be able to provide their own technology (e.g., laptop, phone and Wi-Fi).

To Apply:
Email a cover letter, resume and 3-5 work samples to Victoria Broehm (vbroehm@afia.org) with the subject line, “Application - AFIA Summer Intern” by Monday, Feb. 15, 2021.