

# **JOB** OPENING

## PEORIA PLAYHOUSE CHILDREN'S MUSEUM

# **MARKETING INTERN**

POSITION: PART TIME / SUMMER 2020 / 15 – 20 HOURS PER WEEK

### **RESPONSIBILITIES**

- Assist Marketing Coordinator in maintaining and creating social media campaigns including researching and drafting social media posts according to PlayHouse guidelines and mission.
- Represent the PlayHouse at festivals and other community events as needed.
- Attend PlayHouse staff and marketing meetings when possible.
- Depending on time and interests, take on one or more of the following projects: analyze social media data; photograph PlayHouse programs; catalog PlayHouse image libraries.

### **SUCCESSFUL CANDIDATES WILL HAVE**

- Designation of at least upper-level undergraduate (sophomore, junior or senior) or graduate level.
- Excellent communication skills, both written and verbal, and strong interpersonal skills including comfort interacting with children and families.
- Coursework or experience in marketing; interest in social media marketing and / or branding preferred.
- Experience or interest in the work of children's museums / community non-profits. Previous museum experience is not required.
- All intern placements are contingent upon the successful completion of screening requirements including a background check. Please be sure to fill out application in addition to sending resume and cover letter.

### **OTHER**

- The Peoria PlayHouse Children's Museum is a children's museum located in Glen Oak Park. The PlayHouse offers 8,000 square feet of exhibit space with hands-on, interactive exhibits which showcase the industry, culture, and natural environment of Peoria and Central Illinois. In addition to permanent exhibits, the PlayHouse also offers a number of workshops and programs for families, kids and adults.
- Successful interns are innovative thinkers, leaders, are outgoing, possess a commitment to diversity, and have excellent customer service in support of PlayHouse goals.
- Internship dates and hours: Mid-May- Mid-August (flexible). Interns are expected to work between 15 and 20 hours per week, depending on availability.
- To apply for a college internship: Please complete the Intern Application Form located at: <https://forms.peoriaparks.org/peoria-playhouse-internship-application/>
- Please contact Jake Guzan, Operations Manager at [jguzan@peoriaparks.org](mailto:jguzan@peoriaparks.org) with additional questions.

