

Social Media Intern

Summary

Brooklyn Community Pride Center is seeking a part-time, temporary intern for a six-week placement at Jam + Rico. The intern will report to Lisette Scott.

Established in June 2016, Jam + Rico is a fashion jewelry company providing bold, unique and colorful design. We travel to the Caribbean and Latin America countries finding inspiration from the people, culture, music and terrain. Our mission is to provide thoughtfully created accessories to enhance your fashion wardrobe. Our pieces bring joy to the wearer and evoke confidence and beauty to each individual. Jam + Rico stands for Jamaica + Puerto Rico. The plus sign symbolizes the depth of the culture of Jam + Rico.

Scope of Duties

- Support social media content and strategy across multiple platforms (i.e. Twitter, Pinterest, etc.)
- Assist with processing orders
- Answer customer service inquiries via email and web chat
- Occasional in-person work supporting markets and pop-ups

Qualifications

- Understanding of social media
- Strong organizational skills
- Strong communication skills

Characteristics

- Enjoys people
- Open to learning new tasks
- Open communicator
- Strong writing skills

Compensation: This is a part-time internship for up to 12 hours/week. \$15/hour paid through Brooklyn Community Pride Center. No benefits are provided.

Location: This internship will take place primarily remotely, with occasional in-person work at various locations in NYC.

Applications: Submit your resume and cover letter using the form at [this](#) link. Please specify in your cover letter how you fit with the above qualifications and characteristics.

Women, people of color, transgender, and gender non-conforming people are encouraged to apply. Brooklyn Community Pride Center is an affirmative action employer.