

## **Overview:**

**Job Title:** Marketing and Communications Intern

**Location:** Roseville Covenant Church; Roseville, MN

**Position Type:** Internship (Part-Time; 10–15 hours/week)

**Duration:** May – August 2025

**Reports to:** Lead Pastor and Pastor of Youth and Ministry Development

## **About Us:**

Roseville Covenant Church is a multigenerational congregation located in Roseville, Minnesota. We have been gathering as a church family since 1956. We seek the grace and peace of Christ in a noisy world in three main ways: becoming disciples, building community, and reaching out.

As we continue to grow and establish internal systems and processes, we are seeking a creative, enthusiastic, and driven Marketing and Communications Intern to join our team. This is a great opportunity for someone looking to gain hands-on experience in marketing, digital communications, and community outreach within a faith-based organization.

## **Position Overview:**

The Marketing and Communications Intern will help enhance the church's visibility, engagement, and outreach efforts with the guidance of the Roseville Covenant Church staff. This role will involve creating content for digital platforms, assisting with event promotions, managing social media accounts, and contributing to the development of marketing materials. This is an excellent opportunity for someone with a passion for marketing and communications who is interested in serving within a faith-based environment.

## **Key Responsibilities:**

- **Content Creation:** Create content for newsletters, blogs, bulletins, website, and other digital communications. Help craft compelling stories and messages that engage the church community.
- **Event Promotion:** Help promote church events (services, outreach activities, community service projects, etc.) through various marketing channels, including social media, email campaigns, and flyers.
- **Website Updates:** Assist in maintaining and updating the church website with up-to-date information about services, events, and resources.
- **Graphic Design:** Assist with designing promotional materials, such as flyers, banners, and digital graphics for various church initiatives and events.
- **Social Media Management:** Assist with managing and updating the church's social media platforms (Facebook and Instagram) by creating engaging posts, graphics, and content that align with the church's mission and events.
- **Photography and Videography:** Capture photos and videos of church services, events, and activities to share on social media and the church website.
- **Community Outreach:** Support initiatives aimed at engaging the broader community, such as email campaigns, flyers, and outreach projects.

- **Brand Consistency:** Ensure all communications are consistent with the church's brand identity and messaging.

### **Qualifications:**

- Currently pursuing or recently graduated with a degree in Marketing, Communications, Public Relations, Journalism, or a related field.
- Strong written and verbal communication skills.
- Basic graphic design and social media skills.
- Knowledge of website management is a plus.
- Experience with video or photography is a plus.
- Detail-oriented, organized, and able to meet deadlines.
- A passion for marketing and communications, with an interest in serving within a faith-based environment.
- Comfortable working in a small team environment where initiative is valued.

### **Benefits:**

- Gain valuable experience in marketing and communications within a faith-based setting.
- Flexible schedule to accommodate school or other commitments.
- Opportunity to develop a portfolio of work for future career opportunities.
- Mentorship and professional development within the church community.
- \$19/hour

### **How to Apply:**

Interested candidates should submit a resume, a cover letter, and any relevant work samples or portfolio pieces to Karina Johnson at [karina@rosevillecovenant.org](mailto:karina@rosevillecovenant.org). In your cover letter, please include why you are interested in this internship and how your skills align with the role.

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This internship is designed to be an enriching, hands-on experience, ideal for someone passionate about marketing and communications in a nonprofit or church setting. If you're looking to use your skills to make a difference, we encourage you to apply!