LINKED LEARNING INTERNSHIP

- Applicants from Linked Learning pathways high schools/academies only
- January 5 – May 15 (start and end dates can be flexible)
- To apply, email a resume and two writing samples to Leah.Traxel@gmmb.com

Do you want to use your communication skills to make real and lasting change in your community and your school? We hope so, because we’re hiring.

GMMB is an award-winning national communications and issues advocacy firm focused on forwarding social issue campaigns in areas such as education, global and public health, community service and environmental protection, just to name a few. We are working with the Linked Learning movement to help revolutionize high school education in California by connecting the classroom to students’ career interests.

We are currently seeking interns to join our Linked Learning communications team, who can help us by sharing their Linked Learning stories. It’s our mission to tell Californians about all the amazing things Linked Learning students are doing, and we need interns to join the team to help spread the word. Virtual work is commonplace in many industries today. GMMB employees work closely with teams across the country and several full-time GMMB employees work remotely. So, while you won’t be going into an office every day, this internship is a real-world work experience during which you will work up to 10 hours per week to produce quality content for various platforms. The hours are flexible, but the remote nature of the internship means that you must be driven and self-disciplined. You will have mandatory weekly check ins with a supervisor to touch base on your project assignments.

Application & Interview Process:
Our application consists of a résumé and two writing samples. Samples can be essays for school, blog posts or any other submitted and edited writing piece. Applications must be submitted by December 15, 2014.

Responsibilities:
During this paid internship, your primary responsibilities will include:

- Create content for the Linked Learning Tumblr an average of once every two weeks, such as:
  - Written posts with photo(s)
  - Short videos documenting your experience
  - Fun, sharable social media content, such as: gifs, memes, etc. describing experiences. We like humor!
- Final essay (750-1000 words) summing up your internship experience, how it influenced your future goals, what you learned—you get the idea (plus, you probably have to do it for class anyway—bonus!)
- Promote content through personal social media networks
- Consistently meet blog deadlines
- Establish clear and frequent communications with Linked Learning intern and GMMB staff
- Engage in and promote GMMB and Linked Learning initiatives and materials as needed

Note: This is not meant to be an exhaustive list. Impromptu assignments may arise, but expectations and deadlines will always be communicated clearly by GMMB.
Qualifications:
- Currently enrolled in a Linked Learning pathways high school
- A passion for change
- Experience with working on different social media platforms
- Currently involved in or expecting an internship or other work-based experience
- Strong organizational and time management skills
- Strong oral and written communication skills
- Ability to work both independently and as a member of a larger team
- Ability to meet deadlines

Note: Due to the remote nature of this position, reliable Internet access is required throughout the internship duration.

Sample Interview Questions:

- How would you describe your writing style?
- What job-related skills have you gained during your time in school that you think you can apply to this internship?
- What internship experiences have you had, and how have they benefitted you?
- How have you used social media to communicate an event or something special that is happening in your life?
- How would you use social media to tell people about your pathway or academy?
- Why did you pick your specific pathway or academy?
- How has your pathway helped you decide what you want to do when you graduate?

Applications are due December 15, 2014.