



Communications Intern

At Waypoint Adventure, we believe that people with disabilities are capable and deserving of a life of adventure. When you work here, you'll have the opportunity to create access and opportunity for all people – including community members of all ages with physical and intellectual disabilities. Waypoint Adventure uses quality and experiential education adventures like rock climbing, hiking, cycling, kayaking, teambuilding and more to transform the lives of individuals. You'll produce exceptional, meaningful work and problem solve with innovative team members by your side. Together, you'll help transform the lives of individuals living with disabilities and the community at large.

Waypoint Adventure is looking for a Communications Intern with a focus on producing Social Media Content and Website Blogging. This person will be a succinct, clear, fun, and authentic writer. They will be creative, organized, and up to speed on the latest social media features of channels: Instagram, Facebook, Twitter, LinkedIn, and YouTube.

Position Type: Hybrid

Commitment: Seasonal, Approximately 16-20 hours per week

Responsibilities:

- Attend Waypoint Adventure programs and identify key story-telling moments.
- Collaborate with Communications Manager to create content for each of Waypoint Adventure's social media channels aligned with chief demographic of that channel and the region of Greater Boston. Channels include Facebook, Instagram, Twitter, LinkedIn, and YouTube.
- Schedule and publish social media content within social media management tools and native social platforms
- Develop monthly reports of social media metrics and website traffic.
- Write blog posts on the Waypoint Adventure website sharing stories from programs and latest industry news.
- Stay informed of social media marketing trends and social channel capabilities as they rapidly evolve. Be proactive in informing the team of social media trends and opportunities that directly support the Waypoint Adventure social media strategy.
- Participate in occasional data entry of paper Participant Registration Forms into online database.
- BONUS: Take excellent photos on the programs which you attend.

Qualifications and Attributes:

- Bachelor's Degree preferred
- Photography skills preferred



- At least 0 - 2 years in social media or marketing experience
- Passion for social media – showcase a creative eye for image selection and copywriting
- Excellent writing skills and attention to detail
- Ability to collaborate with others and work in a team environment
- Moves with a sense of urgency and comfort with managing deadlines
- Passion for the outdoors and disability representation

Physical Requirements:

- Ability to participate in moderate to vigorous physical activity relevant to the programs for which you will be attending (this could include but not limited to running, swimming, hiking and kayaking).
- Ability to lift and move a minimum of 40 pounds.
- Ability to occasionally work evenings or weekends as needed.
- Must have independent means of transportation. Most program locations are not accessible by public transportation.

Compensation:

- Between \$15-\$17 per hour determined by several factors including skills, experience, education, certifications, and location. Approximately 10-15 hours per week.
- Waypoint Adventure merchandise
- Mileage reimbursement

To Apply, please submit the following to Julia Spruance, Communications Manager, at jspruance@waypointadventure.org

1. Your resume.
2. A cover letter explaining why you connect with the Waypoint Adventure mission and why you want this position.
3. Three photographs you've taken and a brief explanation of why you chose them.

Waypoint Adventure is committed to the principles of equal opportunity and to creating an inclusive organizational environment. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, sexual orientation, national origin, disability, or any other protected characteristic. Individuals with the personal lens of living with a disability and/or experience working with individuals that have disabilities are strongly encouraged to apply. If you need assistance or an accommodation during the application process because of a disability, it is available upon request.