

San Marcos Performing Arts Association (SMPAA)

Marketing and P. R. Intern

Job Description:

Assist San Marcos Performing Arts Association (SMPAA) President Rick Bowen and SMPAA program coordinators with marketing, advertising, web-site/ Facebook/Myspace integration for upcoming events. Interns will develop checklists, due dates, a detailed description of activities/efforts, and systems for evaluating effectiveness. Interns will work with local and area media, local parks and recreation department, chambers of commerce, and other groups to promote events.

Job Requirements:

Attend weekly meetings with the SMPAA president or program Coordinators.

Required Skills:

Applicants should be familiar with Microsoft Office, Facebook, and Myspace and have good communication, writing, and organizational skills.

Contact:

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