Fall 2027 Intern

Position: Marketing & Digital Design Fall Intern

Location: Luzerne Foundation, 34 South River Street, Wilkes-Barre, PA

Duration: 8 weeks in total starting **September 20, 2027, through November 12, 2027**.
Monday through Friday

Hourly Rate: $15 per hour with 15 available part time hours per week

About us: Luzerne Foundation purpose is to inspire people to create charitable funds to improve the local community.

Position: We are seeking a creative and motivated Marketing & Digital Design intern to join our team. This internship offers a unique opportunity to gain hands-on experience with social media content creation, event planning, and communications within a nonprofit setting. The intern will work closely with our team members to support various projects and events that promote our mission and engage our community.

Responsibilities:

- Assist in the development and execution of a marketing campaign, including social media platforms, email marketing and print materials.
- Create visually appealing graphics, infographics, and other design elements for digital and print media, event presentations, and awards night gala.
- Assist in scheduling content on social media platforms.
- Support the planning of The Luzerne Foundation special events and socials.
- Assist with administrative tasks and other duties as assigned.

Qualifications:

- Currently pursuing or recently completed a degree in Marketing, Graphic Design, Digital Design, Communications, or Event Planning related fields.
- Proficiency in graphic design software such as Canva or publisher, or power point.
- Strong written and verbal communication skills.
- Creative mindset with a keen eye for detail.
- Ability to work independently and as part of a team.
- Have fun and be a part of the area's leading nonprofit.

Benefits:

- Gain practical experience in marketing and design within a nonprofit organization.
- Opportunity to build a professional portfolio with real-world projects.
- Networking opportunities with the business, nonprofit and philanthropic sectors.
- Flexible work schedule to accommodate academic commitments.

How to apply:

Interested candidates should submit a resume to Paul Oswald, COO paul@luzernefoundation.org
Application deadline August 6, 2027.