**Social Media Intern:**

The position will assist with creating content for the company's client owned channels, leveraging digital tools and social media to promote business capabilities, programs and products. This position reports to the Public Relations and Social Media Manager and works in concert with other business colleagues and the marketing team to develop content, ensuring client visibility. The successful candidate will be responsible for the following duties, as well as others that are assigned.

Responsibilities:

* Create and maintain social media editorial calendar for sharing interesting, timely content on all company-owned platforms.
* Assist with coordinating multimedia story packages and assets for our clients’ digital and social channels.
* Assist with monitoring our clients’ brands and relevant conversations online to engage with influencers and assess and mitigate brand risk.
* Assist with analyzing and reporting on digital and social media success metrics.
* Blogger outreach and blog content placements
* Content promotion campaigns
* An understanding of daily social platform monitoring and commenting control and discretion

Required Skills:

* Experience with Twitter, Facebook, LinkedIn, Pinterest and YouTube
* Experience working in a team environment
* You must be tech- and Internet-savvy, a strong writer and an effective multitasker
* Experience with Microsoft Office and Photoshop is highly desirable

Desired Skills:

* Passionate about social media
* Detail oriented and technologically savvy
* Fast learner

**About Us:**

360 Enterprises is a leading search engine marketing (SEM) and search engine optimization (SEO) agency. Our global mission is to help companies, from small businesses to Fortune 500s, achieve stellar growth through effective online marketing. Utilizing advanced link building methods, optimized content development, landing page optimization (LPO), social media, public relations and other relevant marketing techniques; we have helped our clients around the globe to increase their revenues measured in the billions.

360 Enterprises is a team of more than 80 employees that believes in the power of creative thinking joined with strategic execution. Multi-faceted in our experience, we bring a proven and consistent methodology to every client campaign and project. We are innovative, passionate, creative, collaborative – and we love what we do.

For nearly a decade we have delivered targeted results to thousands of clients. Our innovative, full-service solutions, combined with unparalleled expertise, is the foundation that allows us to deliver consistent results and maximize our clients’ ROI.