



Internship Opportunity
Aguillon & Associates
Advertising | Marketing | Communications

Point of Contact:

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Remote / Virtual Internship

Aguillon & Associates is a full-service firm, using an integrated approach which combines public relations, public affairs and marketing initiatives to support clients' objectives and communicate their messages effectively. This internship will develop the intern's experience in the many facets of Public Relations, Event Planning, Marketing and Social Media.

The proposed internship will involve hands-on training in these three areas:

Marketing - The intern will learn to market to the general community and to targeted groups and/or areas. They will also be responsible for creating Marketing Plans, updating clients Facebook and Twitter pages, creating collateral pieces to email and print, Message Development, Copy Writing, and research when applicable.

Social Media - The intern will learn to conduct social media efforts via FB, Twitter, Pinterest, Instagram and other platforms. They will learn to create various layouts using Canva and assist with the copy that will be posted on social media.

Graphic Design – The intern will learn to create various forms content for clients. This could include social media graphics, banners, invitations etc.

Communications - The intern will learn to create Press Releases, Media Advisories, and Media Lists. They will also be responsible for Public Relations Plans, Event Management, Message Development, and research when applicable.

Required experience: Working with Apple products, Microsoft Word, Excel and PowerPoint.

Scope of Internship: Intern should be able to work at least 10 - 15 hours per week minimum between the hours of 9 am and 5 pm M-T and 9-1 on Fridays. This is for course credit or experience and is not a paid internship.