Editorial/Social Media Internship Available Immediately!

**Intern Description:**
The Intuition Kitchen, a new Boulder-based Personal Chef & Culinary Writing Business, is seeking an Editorial/Social Media Marketing Assistant. As our business grows, we are in need of a highly-organized, detail-oriented individual with an interest in the healthy, sustainable food industry.

You will be proofreading blogs, marketing materials and other content as needed. You will also be in charge of maintaining all of our social media platforms. We offer the opportunity for mentorship, experience and growth for the right fit.

**Hours:**
Approximately 5 hours/week to start
The hours may increase slightly. Alternatively, we can provide more work if hours are needed to fulfill an internship requirement.

**Responsibilities:**
- Edit blogs and other content for spelling, grammar, punctuation and consistency
- Provide a second read on larger editorial projects, such as website and e-book copy
- Upload blogs to Word Press and set featured images
- Maintain all social media platforms by scheduling posts each week
- Provide content ideas and social strategies to increase our conversion rates
- Help submit articles to websites and publications for optimized exposure

**Requirements:**
- Communications or English major preferred
- Excellent editing and writing skills
- Knowledge of social media channels and how to schedule posts
- Ability to work remotely and organize your own schedule to accomplish tasks on a timely basis
- Available for occasional phone and in-person meetings (Skype is also an option, depending on location)
- Passion for food and sustainability
- Detail-oriented, organized and creative
- Photography skills a plus, but not required

If you’re interested, please contact Nikki: nikki@theintuitionkitchen.com
or learn more about our business at: TheIntuitionKitchen.com

Thank you!