CraveABLEs Marketing Assistant

Description of Position

Help tell the story of CraveABLEs while growing awareness of our mission to provide meaningful, year-round supported employment for individuals with intellectual disabilities. This internship combines social media, content creation, graphic design, and marketing to create engaging campaigns that inspire the community and showcase the incredible abilities of our employees. Flexible hours, schedule varies based on project/content needs but can be built around candidate availability.

The student will report to the Liberty University Federal Work Study Coordinator and the CraveABLEs Director. Students hired for this position will be employed by the Liberty University Financial Aid Office and located on-site at the center.

Liberty University Financial Aid Office
Student Service Center in Green Hall
1971 University Blvd
Lynchburg, VA 24515

CraveABLEs
159 Mountain View Rd
Montview, VA 24502

Job Responsibilities

- Creating content for social media platforms (photos, videos, reels, and stories)
- Capturing employee highlights and success stories through interviews and storytelling
- Designing marketing materials including flyers, newsletters, sponsor packets, presentations, educational resources, and event promotions
- Assisting with branding and digital marketing campaigns
- Supporting community outreach and public relations initiatives
- Helping develop creative campaigns that increase awareness, engagement, and community support

Job Qualifications

Minimum:

- Federal Work Study eligibility
- 10 to 20 hours of work availability per week
- Must provide own transportation
- Must pass various background checks, including, but not limited to, a check at the time of initial employment and subsequent checks on behalf of the Federal Work Study Community Service

Preferred:

- At least a second-year student at Liberty University in good standing (no reprimands or suspensions)
- Cumulative GPA of 2.5 or higher
- Pursuing a degree in Marketing, Digital Media, Communications, Graphic Design, Non-profit Management

Pay Rate: $16.23 per hour

Length of Employment: Immediate start, lasting until the position is no longer a good fit for the student or the center. The student will be evaluated by the on-site supervisor on an annual basis at the end of the spring semester. Summer employment opportunities are also available.

Any questions regarding this position or Federal Work Study eligibility can email workstudy@liberty.edu. To apply, click here: https://liberty.wd5.myworkdayjobs.com/en-US/lu_job_board_student/job/Off-Campus-Work-Study---Student-Financial-Services_R0004548.