



# Oxenfree Film & Motion

## Marketing Intern Position Description

### COMPANY INFORMATION

**Company Name:** Oxenfree Film & Motion

**Location:** Orlando, FL

**Website:** [www.oxenfree.film](http://www.oxenfree.film)

**Social Media:** [Instagram](#) | [Facebook](#) | [LinkedIn](#) | [Vimeo](#) | [YouTube](#)

### POSITION OVERVIEW

**Position:** Marketing Intern

**Department:** Brand

**Type:** Intern - Part-Time

**Reports To:** Brand Director

**Location:** Orlando, Florida

**Schedule:** 8-24 hours/week, Tuesday through Friday

**Benefits:** College Credit, Parking Reimbursement

**Description:** The Marketing Intern is responsible for supporting, optimizing, and executing social media content, blog posts, email marketing strategy, podcast production, company workshops/events, and other projects within the Brand Department.

We're looking for a proactive and highly-detailed individual with a passion for creating and assisting in the process of executing modern marketing strategies for a fast-paced, growing video production company.

### RESPONSIBILITIES

- Work closely with the Brand Director to determine and execute projects
- Capture and edit video and photo content
- Create and publish social media content
- Implement and manage projects within the Marketing Content Calendar
- Design and execute email marketing campaigns
- Update layout, copy, and visual content on company website as needed
- Compose, create content for, and publish blog posts
- Assist in producing the Building the Brand podcast
- Develop and coordinate company workshops and events

- Monitor and report on analytics for email campaigns, social media content, blogs, and website traffic
- On-set roles include Behind the Scenes Photographer/Videographer

## **QUALIFICATIONS**

- Currently studying Advertising, Marketing, Communications, Public Relations or related field
- Understanding of marketing strategies and channels
- Experience with photography, videography, and editing
- Familiarity with the Adobe Creative Suite
  - Premiere Pro/Premiere Rush
  - Photoshop
  - Lightroom
- Familiarity with MacOS
- Strong verbal and written communication skills

## **ADDITIONAL SKILLS (NOT REQUIRED)**

- Experience with modern business tools and services
  - Google Workspace Apps
  - Asana
  - Slack
  - Vimeo, YouTube, Zoom
  - Wix

## **HOW TO APPLY**

To apply for this position, please send your resume to [internships@oxenfree.film](mailto:internships@oxenfree.film)