



# Metropolitan New York Synod

## Evangelical Lutheran Church in America

### **Internship: Administrator – Digital Marketing**

**Metropolitan New York Synod**  
475 Riverside Drive, Suite 1620  
New York, NY 10115

The Metro New York Synod is seeking a **summer intern**.

Requirements for this **Intern Administrator for Digital Marketing**:

- Firm grasp of social media tools and platforms, especially Facebook and Instagram
- Understanding of basic principles of social media marketing
- Must be computer literate (working knowledge of word processing, PowerPoint, Excel).
- Knowledge of website content management and graphic design, a plus
- Excellent written communication skills
- Good time management, creative, with ability to communicate in a professional manner
- Ability to work well independently and within a team

**Salary:** Unpaid

**Dates:** May/June through August

**Hours:** 10-15 hours per week

Interested individuals may email Karen Falco, MNYS Chief Operating Officer, at [kfalco@mnys.org](mailto:kfalco@mnys.org).