SPORTSABILITY ALLIANCE

formerly Florida Disabled Outdoors Association

SOCIAL MEDIA - INTERN POSITION

Ideal for someone with a background in social media, marketing, communications, public relations, or media production; especially with interests in nonprofits, sports and recreation, or accessibility advocacy.

OUR MISSION: Enrich lives through accessible inclusive recreation and active leisure for all

REPORTS TO: Director of Communications & Events

COMPENSATION: $200/month

DATES OF INTERNSHIP: Fall Semester 2025, start and end dates flexible

ESSENTIAL FUNCTIONS

Marketing / Communications

- Write engaging captions, create graphics and/or videos for social media
- Schedule posts using a social media management system and produce reports as needed
- Monitor social media comments and messages
- Work with staff to promote events and activities

General

- Attend Board of Director meetings and other SportsAbility Alliance events when possible including Miracle Sports Kickball on Thursday evenings from 5:30pm-8:30pm, Sept 11 - Nov 13
- Performs other duties as assigned

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Various social media platforms, specifically Facebook, Instagram and LinkedIn
- Graphic design and branding principles

Ability to:

- Clearly communicate ideas (written and verbal) with proper use of the English language
- Work independently, take initiative on tasks and projects, and meet deadlines
- Work cooperatively with others

Skills:

- Graphic design (Canva) and simple video production for social media preferred
- Office Software: Google Drive, Gmail, Google Calendar, Microsoft Suite, Video Conferencing
- Excellent time management and organizational skills
- Interpersonal communication skills

HOW TO APPLY: Send resume and cover letter to info@sportsability.org, with the subject line "Social Media Intern - Fall 2025"

This job description is not intended to be and should not be construed as an all-inclusive list of responsibilities. While it is intended to be an accurate reflection of job requirements, management reserves the right to assign other duties as necessary.