



Landmarks Preservation Commission

Municipal Building
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Social Media Internship

The New York City Landmarks Preservation Commission, the largest municipal preservation agency in the United States, is offering a paid social media internship for the summer and fall of 2013 for up to 14 hours each week. The social media intern should have excellent verbal and writing skills, professional experience in digital media and a mastery of prominent social media platforms.

The intern will work with the Landmarks Preservation Commission's media and communications office to help create content for and monitor conversations on the Commission's existing social media channels, including Facebook, Foursquare, Tumblr and Twitter. The ideal candidate must appreciate social media's potential for building stronger relationships between the Commission and its stakeholders, and educating a broader audience about its mission and work. Candidates for a bachelor's or master's degree in journalism who have a strong interest in preservation, New York City history, culture, technology and/or architecture are preferred.

Qualifications

Experience with digital strategy and social media and/or online community management

Fluency in digital media, including platforms such as Facebook, Twitter, Flickr, Tumblr and Foursquare

Enthusiasm for LPC's mission and work

Command of MS Office applications and Adobe Photoshop

Familiarity with mobile technology and devices

Ability to work quickly and independently

Maturity and attention to detail

Excellent writing and verbal skills

Commitment:

Fourteen hours a week—June 2013 to December 2013, \$12/hour graduates; \$10 undergraduates

Contact:

Applicants should submit a cover letter and résumé, including links to relevant social media accounts to edebourbon@lpc.nyc.gov