

# Historic New Harmony

## Community Engagement Internship | 2025

The Community Engagement Internship is centered around supporting Historic New Harmony's community engagement efforts and building skills in communication, collaboration, and evaluation. This intern will assist the Community Engagement Manager with ongoing outreach and education programming projects and with researching and identifying opportunities to increase awareness of Historic New Harmony and its offerings.

### Responsibilities

- Submit events and content to online community and tourism calendars.
- Create social media posts and help with planning the social media calendar.
- Research potential collaborations with community partners.
- Design marketing and outreach materials.
- Prepare program packets and presentation and workshop materials.
- Assist with research and creation of samples of hands-on activities for education programs.
- Assist with events and programs as needed.
- Complete special projects and reports as requested.

### Qualifications

- Willingness to learn and work in a team environment; handle multiple tasks at once; adhere to deadlines.
- Great organizational skills, patience, and strong attention to detail.
- Excellent verbal and written communication skills.