



Competencies

- Communication skills
- Knowledge of Social Media (Facebook, Instagram)
- Basic computer skills including Microsoft Office, Google Drive, and Canva
- Attention to detail
- Collaboration skills
- Adaptability skills
- Ability to exercise good independent judgement
- Ability to interpret data
- Strong organizational and time management skills
- Strong philosophical adherence to equity, diversity and inclusion

Required Education and Experience

- Pursuing Post-Secondary Education
- Social Media experience including Facebook and Instagram

Preferred Education and Experience

- Design Program Knowledge: Canva (or similar), Photoshop, Illustrator, etc.
- Video content knowledge including creating, editing, captioning, and sharing video content
- Cloud storage and file sharing platform knowledge (Google Drive)

Supervisory Responsibility

- Oversee a group of FFA members selected to serve on the Public Relations Team

Compensation

- Lodging and meals will be covered throughout State FFA Convention.
- A stipend will be granted upon successful completion of internship.
- *Should the intern desire to receive internship credit for this experience, Wisconsin FFA will work with their respective University to ensure credit requirements are met. Expense of the internship credit will be the responsibility of the intern.

Work Environment

- This position is remote and requires use of a personal computer or University/Two-Year program provided computer and internet. Travel required to Wisconsin State FFA Convention in June.

Other Duties as Assigned

Please note this job description is not designed to contain a comprehensive listing of duties or responsibilities that are required for this role. Duties and responsibilities may change at any time with or without notice.

The Wisconsin Association of FFA does is an equal opportunity employer. It is our policy to provide equal employment opportunity to all persons regardless basis of sex, race, color, religion, age, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or



physical, mental, emotional, or learning disability. We comply with all federal, state, and local equal employment opportunity regulations.