USA Fencing, the National Governing Body (NGB) for the sport of fencing and a member of the United States Olympic Committee, is accepting applications for a Communications Intern, beginning January of 2020. The National Office is located in Colorado Springs, Colorado.

Working in the National Office in Colorado Springs is preferred, but not required. The successful candidate will be a member of the USA Fencing National Office team and will be expected to contribute to the overall success of the organization.

Responsibilities:
The internship is project based and will include, but is not limited to, the following tasks:

- Write news articles and feature stories for the USA Fencing website
- Track media coverage and compile bi-weekly media reports
- Update athlete bios
- Cut and edit tournament footage to post to YouTube
- Assist with the creation and implementation of social media content (images/graphics/gifs, copy, etc.) and day-to-day account monitoring
- Reporting of social analytics and trend-spotting
- Assist with adding and updating historical information on the USA Fencing website

Qualifications:

- Must be a current college student or recent graduate with a communications, journalism or major from a related field
- Knowledge of social platforms including Facebook, Twitter, Instagram and YouTube
- Basic experience with video editing software such as Adobe Premiere or Windows MovieMaker
- Basic experience with Adobe creative suite (Photoshop, InDesign, Premiere) preferred but not mandatory
- Reliable, motivated, organized, detail oriented and a team player
- Eager to learn from and contribute to a highly successful sport governing body
- Excellent written and oral communication skills
- Proficient in basic computer skills, including Microsoft Word and Excel

Compensation:
An hourly wage of $11.50 for 10-15 hours per week.

Application Procedure:
Please submit cover letter, resume and two references to resumes@usafencing.org.

Questions? Email k.henneman@usafencing.org.

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