



503 . 695 . 2948 | 38105 SE Gordon Creek Road Corbett, OR 97019 | www.tcbc.com | info@tcbc.com

DIGITAL MEDIA + MARKETING INTERN JOB DESCRIPTION

The mission of the TCBC internship is to develop and equip future camp and ministry leaders personally and professionally, through intentional discipleship, Christ-centered community, and hands-on training.

GENERAL QUALIFICATIONS

- Personal relationship with Jesus Christ
- A lifestyle conducive to spiritual growth and conformity to the image of Christ
- Summer camp experience preferred
- Desire and ability to work with children and adults in camp setting
- Ability and experience supervising staff and campers
- At least 18 years of age
- Ability to lead others
- Familiarity and passion for the ministry of Trout Creek Bible Camp
- Strong verbal and written communication skills
- Ability to work effectively within a team and independently
- Good organization skills

SPECIFIC QUALIFICATIONS

- Interest in developing and maintaining a brand
- Interest in developing and maintaining Trout Creek's community via social media
- Interest in learning digital media and marketing
- Good understanding of social media, web based programs, marketing trends, basic graphic design, etc.

RESPONSIBLE TO

- Marketing & Development Coordinator
- Internship Director(s)
- Camp Director

HOURS PER WEEK

- 15 – 30 hrs/wk, depending on week

GENERAL RESPONSIBILITIES

- Participate and live within a community of interns and staff
- Participate in leadership and spiritual development curriculum as assigned
- Carry out various community life responsibilities as assigned
- Help host weekend retreat groups as scheduled (2-3 times monthly)

- Engage in mentoring relationships with supervisors and leaders

SPECIFIC RESPONSIBILITIES

1. Capture & create weekly camper testimony videos (Summer)
2. Post to Trout Creek's social media as assigned (Off-Season & Summer)
3. Monitor all social media platforms (i.e.: facebook, Instagram, youtube, google business, etc.) for parent questions, camper questions, etc. (Off-Season & Summer)
4. Design and present new social media campaign ideas (Off-Season)
5. Maintain website throughout the year & update content quarterly (Off-Season & Summer)
6. Help with planning and hosting of marketing & development events (i.e.: banquet, alumni reunion, adopt-a-staff program, etc.) (Off-Season & Summer)
7. Contribute to the creation of mock-ups & designs for camp store merchandise (Off-Season)
8. Work with Marketing Coordinator to email campaigns, social media content, announcements, web content, etc. (Off-Season & Summer)
9. Create high-quality original written and visual content (Off-Season)
10. Collaborate with Marketing & Development Coordinator, various other staff members, and the camp director on marketing strategy and final production (Off-Season & Summer)
11. Participate in recording, editing, and publication of the Trout Creek Bible Cast (Off-Season & Summer)
12. Lead staff as assigned (Off-Season and Summer)
13. Other responsibilities may be assigned as required, and some responsibilities may be reassigned