**CBBSN Marketing / Social Media Internship Job Description**

Thank you very much for your interest in becoming a marketing / social media intern for the Collegiate Baseball Scouting Network. We’re looking for a few hard-working interns who can bring fresh ideas to the table in the marketing of CBBSN.

The marketing / social media internship includes managing all four of CBBSN social media accounts (Twitter, Facebook, Instagram and LinkedIn) and keeping them updated with consistent content. Other elements of the position include bringing new and fresh marketing ideas for reaching out to new audiences, building followers across social accounts, securing features for

CBBSN on baseball blogs / websites, and much more.

Interns will be expected to have strong baseball knowledge, including familiarity of technical terms as well as understanding scouting notes, recaps and a knowledge of important figures in the current baseball media landscape.

A scouting/player development background is not expected, however, a desire to learn about this area of baseball is a must.

Strong interpersonal and communication skills are needed for this position, as interns will communicate with the organization remotely, through GroupMe, email and the company’s Google Drive.

CBBSN has scouts throughout North America, spanning both coasts and Canada. Constant contact with scouts and supervisors to maintain a working knowledge on the organization is imperative. Marketing / social interns must be responsible for staying updated on company news and communications in order to keep communications as up-to-date as possible.

A working knowledge of AP Style is very beneficial to this position.

This is a school-year internship, with work starting in the fall, and ramping up during the spring season, February through June.

**2017 Collegiate Baseball Scouting Network Marketing / Social Media Intern Questionnaire**

Thank you very much for your interest in becoming a marketing / social media intern for the Collegiate Baseball Scouting Network. We’re looking for a few hard-working interns who can bring fresh ideas to the table in the marketing of CBBSN.

Please fill out the following questionnaire so that we will have an understanding of you and what skills you can bring to the company. Keep your answers concise, this position consists largely of communications and you should show us how well you can convey information in an efficient and effective manner.

When you are finished, email this questionnaire, your resume and any additional materials (prior work examples, design comps, etc.) to Brooke Bailey at bbailey@cbscout.net.

1. **Name**
2. **School**

1. **Major(s) / Minor(s)**

1. **Email**
2. **Phone number**
3. **Anticipated graduation (month/year)**

The following section lists various skills beneficial to this position, please list 1-2 examples of relevant experience next to skills you consider yourself proficient. You do not need to list examples next to every skill.

1. **Writing for publication**
2. **Editing / proofreading**
3. **Website building / design**
4. **Photography or videography**
5. **Social media management**
6. **Graphic design and branding**
7. **Team communication (via email, groupme, text messaging, etc.)**

Please rank the following software/social media based on your current skill level. Please use **pro** / **advanced** / **novice** / **none** to denote your ability.

1. **Adobe Illustrator**
2. **Adobe InDesign**
3. **Adobe Photoshop**
4. **Google Docs**
5. **Microsoft Office Suite**
6. **Google Analytics**
7. **Hootsuite (or other social media scheduling program)**
8. **Facebook**
9. **Twitter**
10. **Instagram**
11. **LinkedIn**
12. **Other relevant software / social media skills:**

Please provide, if applicable:

1. **Twitter handle:**
2. **Instagram handle:**
3. **Website:**
4. **Blog:**

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