

Social Media Internship at the Cleveland Council on World Affairs: Fall 2026

About CCWA

Founded in 1923, the Cleveland Council on World Affairs is a nonprofit, nonpartisan organization making the case for why the world matters to Cleveland, and why Cleveland matters to the world. CCWA's goal is to help Northeast Ohio thrive in a deeply connected world. We do this through education, engagement, and personal and professional development programs.

The Role

CCWA is seeking a Social Media Intern for the fall 2026 semester to help grow and sharpen our presence across Instagram, LinkedIn, Facebook, and YouTube. This is a hands-on production and content development role: you will shoot and cut short-form video from live events, conduct short interviews, build graphics for program promotion, and help develop engaging content that performs well on social media. You'll work directly with the CEO and a small, collaborative CCWA team, and your work will be published under CCWA's name to an audience of civic leaders, students, diplomats, and global affairs enthusiasts.

Responsibilities

- Design event graphics, speaker announcements, and story assets in Canva, working within CCWA's brand standards
- Edit short-form vertical video (Reels, Shorts) and medium-format video for Instagram and YouTube
- Capture photo and video content at CCWA events, and conduct interviews with stakeholders and validators for additional content
- Maintain a rolling content calendar tied to the fall program season and draft and schedule posts
- Track engagement metrics and report on what's working
- Support light audience research and competitive review of peer organizations

Required Qualifications

- Current enrollment in an undergraduate or graduate program at a Cleveland-area institution
- Demonstrated experience creating content for or managing a professional social media account (organization, brand, campus publication, campaign, client, etc. Personal accounts alone do not qualify)
- Video editing experience in both short-form and medium-format, using CapCut or comparable tools
- Proficiency in Canva, including working from existing brand templates
- Strong writing and proofreading skills; ability to write in an organization's voice
- Reliability and comfort working independently on deadline

Preferred

- Interest and experience in international affairs, foreign policy, or civic engagement
- Basic photography skills and comfort with event photography
- Experience with motion graphics, captioning workflows, or podcast/video post-production

Schedule and Logistics

- Minimum availability of 1.5 days per week (12 hours), including one day on-site at CCWA's downtown Cleveland office
- Some flexibility required for potential evening event coverage
- Term: Minimum September through mid-December; possibility of continuation in the spring semester
- Compensation: CCWA offers a stipend for successful completion of the internship, plus reimbursement for parking when working on site

To Apply

Send a resume, cover letter, and links to 2–3 examples of your work **in a single PDF titled: Last Name, First Name** to ccwa@ccwa.org with the subject line "Fall 2026 Social Media Intern." Please include your window of availability (start and end date) as well as your availability during a typical week.

Applications reviewed on a rolling basis through September 11.

CCWA is an equal opportunity employer and encourages applicants of all backgrounds to apply.