



ACCESS TO CAPITAL FOR ENTREPRENEURS

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ACE 2022 Marketing Internship

We are seeking an intern to assist with marketing activities and to support and promote ACE's loan programs, advisory services, and events.

Objective: Working closely with ACE's Marketing & Communications Specialist, the selected candidate will assist in the development and execution of a comprehensive communications plan including social media, e-newsletters, and content creation, focused on raising ACE's brand awareness among the general population, local businesses, and targeted communities.

Tasks:

- Execute social media plan using platforms including Facebook, Twitter, LinkedIn, IG
- Draft client stories as needed
- Develop content for quarterly e-newsletter for ACE
- Execute communications plan to support special events as needed

Qualifications: Seeking a junior or senior marketing or communications major *with an interest in nonprofits, financial services or entrepreneurship*. Comprehensive proficiency with word processing and database management preferred. Experience working in online communications tools including Mailchimp, Word Press, and top social media platforms also preferred. Comfortable developing creative content for client stories, press releases, newsletters, and emails. Strong communication skills a must. Writing samples required (articles, press releases, emails, letters, social media posts, etc.). Self-starter. Works well independently with minimal supervision. Fluency in Spanish a plus.

Supervisor: Nancy Howard, Marketing & Communications Specialist

Timeframe: Fall, 2022. Start date TBD, but prefer no later than August 1st.

Hours: Average 12-16 hours weekly

Office Location: Hybrid: Telework and RICE Center, 504 Fair St SW, Atlanta, GA 30313

Benefits: Internship includes a stipend and reimbursement of approved mileage/travel expenses.

How to Apply: Submit resume electronically to HR@aceloans.org with "Marketing Intern" in the subject line. You will then be forwarded an application link. No phone calls please.

ACE | Access to Capital for Entrepreneurs Inc. is a 501(c)(3) nonprofit and Community Development Financial Institution (CDFI) that provides loans and business development resources to help its borrowers create and grow sustainable businesses. ACE is the resource of choice for those who are typically not financed fully by traditional lenders. With a focus on underserved people and places, ACE connects small businesses owned by women, people of color and low to moderate income entrepreneurs in metro Atlanta and North Georgia with capital and coaching to sustain their businesses, retain their employees, and thereby support their local communities. Since 2000, ACE has loaned more than \$135 million to 2,000+ entrepreneurs, who have created or saved 14,000+ jobs in Georgia. ACE is supported by grants and other forms of funding from banks, foundations, government entities and corporations to assist in its mission to help underserved business owners.

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