

Job Title: *RISE Intern: The Riley Institute*

Internship Description

This internship is part of the Riley Institute Summer Experience (RISE). RISE interns will work with an organization for 10 weeks over the summer to increase the organization's capacity for community impact work, helping them address critical public issues. Additionally, RISE interns will meet weekly on Furman's campus to work on internship goals and learn about various career paths related to community impact and/or public policy work. One of the RISE internships will be *at* the Riley Institute.

The Riley Institute seeks a marketing and communications intern who will work closely with the Riley Institute's director of marketing, communications, and strategic alignment over the course of the summer. The intern will take the lead on social media management, creating and implementing social media content through copy generation, graphic design, and photo curation. They will develop a social media schedule for the summer, and will review analytics and recommend content according to what the data shows is successful. As part of this work, the intern will create a social media plan for the RISE program, assigning students to create content for each week of the summer, setting deadlines, reviewing content, and requesting revisions as needed.

Beyond social media, the intern will be included in any wider marketing/comms strategy planning on larger projects, including website restructuring/expansion, communications campaign(s), etc. They will help update and maintain the Riley Institute's website and email marketing lists, will assist with administrative duties tied to media relations, and will maintain the institute's repository of marketing collateral and photography. The intern will also be exposed to the ways in which the Riley Institute's work intersects with policy and will have the opportunity to write and/or edit policy blog posts and/or an op-eds.

Expected learning outcomes & professional skills: Students will gain knowledge and skills related to marketing/communications work, as well as working for a nonprofit. They will strengthen skills around social media management, graphic design, and collateral management. They will also learn about specific policy issues tied to the Riley Institute's work (for example, public education policy).

Work setting: The intern will have a desk in the Riley Institute offices on Furman's campus.

Training and support: The intern will have a site supervisor and mentor: Claudia Winkler, the Riley Institute's director of marketing, communications, and strategic alignment. They will participate in regular check-ins with the site supervisor to discuss progress and learning outcomes. They may also work with other members of the Riley Institute team on specific projects. The intern will receive training at the start of the internship to learn about the Riley Institute's work and about the various systems used for comms work (Mailchimp, Canva, etc.).

This is a full-time (35 hrs/wk) internship, spanning 10 weeks during the summer (June 8 – August 14). Supervisors may grant up to 5 days off, in addition to the Juneteenth and July 4th holidays observed by the Riley Institute.

Students hired for a RISE internship should apply for funding, transcript credit, and discounted campus housing through Furman’s internship office *by March 31, 2026*. In addition to the stipend received from the internship office, the Riley Institute will cover the cost of campus housing for students living on-campus.

To learn more about the RISE internship program, visit

<https://www.furman.edu/riley/students/students/rise/>.

To learn more about the Riley Institute’s work, visit <https://www.furman.edu/riley/>.

Eligibility

Applicant Type: Greenville Area Applicants

Class Level: Any

Position Information

Title: RISE Intern: The Riley Institute

Employer Name: The Riley Institute at Furman University

Organization Description

The Riley Institute empowers emerging and established leaders—across sectors and throughout society—with the knowledge and tools to advance equity and drive social and economic progress in South Carolina and beyond. We work to strengthen public education; promote the power of diversity to help teams, organizations, and communities thrive; and elevate informed, evidence-based approaches to critical public issues. In all it does, the institute is committed to nonpartisanship and a bias-free path to change.

No. of Openings: 1

Wage/Salary: Eligible to apply for \$3,500 funding through Furman’s internship office

Qualifications:

- Strong written and verbal communication skills
- A baseline understanding of sharp design and aesthetics
- Willingness to take initiative and seek constructive feedback to learn and grow
- Highly organized and detail-oriented
- Ability to work independently while also valuing collaboration

Desired Skills (though not required):

- Experience with social media platforms (Facebook, Twitter, Instagram, and LinkedIn) along with third-party scheduling and reporting platforms like Buffer and Hootsuite
- Experience with WordPress CMS
- Experience with Canva and/or Photoshop
- Knowledge of video editing software like Adobe Premier products is a plus.

Application Instructions

Here is how to apply: To apply for this position, please complete the online application linked below. You will be asked to upload a resume and answer a few questions (250 words max per question). You will also need to provide the names of two references (faculty or staff on campus preferred). You may apply for up to two RISE internships with a single application. If you do so, please make sure that you have thoroughly read the job description for each internship you apply for. Please email Kendall Gallagher-King with questions: kendall.gallagher@furman.edu.

Applications are due no later than Sunday, February 8, 2026. The Riley Institute will follow up with successful applicants via email to schedule an interview.

Apply here: <https://www.furman.edu/riley/students/students/rise/>

Contact Information

Share Contact Information: Yes

Title: Director, Riley Institute Student Programs

Contact Name: Kendall Gallagher-King

Address: 3300 Poinsett Hwy, Greenville, SC 29613

Contact Email Address: kendall.gallagher@furman.edu

Phone Number: 864-294-3569

Posting Information

Location: Greenville, SC, USA

Internship Available In? FT Summer

Days/Hours of Duration: 10 weeks, June to August

Internship Category: Riley; Communications; Community Services/Non-profits

Industry: Advertising/Marketing/Public Relations; Community Services/Non-profits