



Spring Semester Communications Intern Position

About USHCA

The United States Heartland China Association (USHCA) is a growing 501(C)3 nonpartisan organization dedicated to building stronger ties between the heartland region of the United States and the People's Republic of China. USHCA's efforts are concentrated on building trust among government officials, business leaders, educational and community interests in the U.S. and China. Learn more about USHCA at usheartlandchina.org.

As a grassroots non-profit, we are powered by young talents from across the country who are passionate about making our world a better place through promoting cultural understanding and a healthy U.S.-China relationship. We are always seeking motivated, skilled, and talented interns to support our research, outreach, communications, and many other activities.

USHCA currently has an opening for a communications Intern. Even though our internship is not paid, our interns gain valuable exposure, connections, and hands-on experiences that help them advance further in the fields of international relations, foreign affairs, trade & business, education, communications, and many more. Our internships are all virtual with flexible schedules.

Period of Internship:

January - May 2022

All interns are required to commit to a minimum of 10 weeks @ 10 hours per week.

Duties and Responsibilities

- Support our communications team
- Assist with social media campaigns
- Assist in local media outreach
- Produce website, newsletter and social media content
- Manage USHCA wechat channel (optional)

Requirements and Qualifications

- Current enrollment or recently graduated from a marketing/communications program is preferred but not necessary

- Experience with social media platforms and digital marketing tools. Past experiences working with Wechat is preferred but not required.
- Exceptional computer skills
- Above average copywriting skills
- Fluency in Chinese is a plus

Application: Along with your resume, please send a small portfolio of your social media work to hr@usheartlandchina.org to apply for this internship. Please indicate on the samples if you created the design, or wrote the copy, or both.

Course Credit: If your school or program provides credit for internships, please send the reporting requirements that USHCA will need to follow, along with your resume and portfolio.