Marketing and Events Assistant (Undergraduate/Graduate)

**Responsibilities:** Students will assist both the Marketing and Events departments by serving as a representative at all campus events, both internal and external. Using the campus calendar as a guide, students will be asked to attend events each week and generate content to be shared on the HCHC website and on social media. Responsibilities include: writing articles both pre- and post-event; taking and editing photos and videos; interviewing students, faculty members, alumni, and other constituents; and other marketing-related tasks as assigned.

**Qualifications:** Students must have excellent verbal and written skills and a solid understanding of social media best practices. Experience with photography and videography, journalism, marketing, or writing preferred.

**Hours:** 10-20 per week

**Number of Positions:** 4

**Contact:**
Melanie Pappas, x1278
Senior Designer
mpappas@hchc.edu