

# Internship Role Description

for Eleven+ Scholar Applicants

**Name of Hosting Organization:**

FWDIO Studios

**Internship Role Title:**

Social Media Artist

**Industry Classification**

For Profit

**Internship Category**

Arts Management

Marketing/Media & Communications

Art/Entertainment

**Number of roles available:**

1

**Available to (select any that may apply)**

College Student

Graduate Students

**Work Location (select any that may apply)**

100% Virtual

**Many of applicants utilize public transportation. Is the work location accessible by public transportation?**

No, the work location isn't accessible by public transportation

**If this work location isn't accessible by public transportation, is there any additional support you can provide the intern?**

No, additional support will be provided by the host.

**Mission of Hosting Organization**

Founded by queer creators of color, FWDIO Studios was born in 2024 amidst the industry layoffs, cutting of DEI programs, and canceling of content with queer and/or BIPOC protagonists. As an indie studio, we want to fill those gaps in all forms of media; books, audio, and TV.

**How does this internship role support the mission/purpose of the organization**

This internship plays a key role in building support for FWDIO Studios and studio projects while providing diverse artists the opportunity to show their work. Creating stories without reaching our audience simply won't do.

**What functions within the organization will the intern be working with? For example, this role will work with Staff Counselor, Finance Staff, and Operations Team**

The intern will be reporting to the Creative Director and working with the Poison Us animation team.

## **Will there be additional networking opportunities within the organization for the intern to gain exposure to other roles and functions.**

Yes. There are networking opportunities during the attendance of regular staff meetings or conference events.

**Anticipated Start Date** Monday, June 1, 2026

**Anticipated End Date** Friday, August 7, 2026

**Total Number of Weeks for the internship:** 10

**Total Number of hours per week the intern is expected to work:** 20

**Workday starts at: (start time or flexible)** Flexible

**Workday ends at: (start time or flexible)** Flexible

### **Host Organizations website:**

<http://www.fwdiostudios.com>

**Hiring Contact Name** Aj Hannah

**Hiring Contact Email** [fwdiostudios@gmail.com](mailto:fwdiostudios@gmail.com)

### **Internship Summary**

The Social Media Artist will evaluate, coordinate, and develop marketing materials for use in social media and YouTube for FWDIO Studios.

-The intern will create an engaging and creative content calendar for the summer and autumn of 2026. The content calendar will include posts for Poison Us pilot, animation development, intern stories, character sketches, and more.

-The intern develops content specific to TikTok, X/Bsky, and Tumblr to introduce the interns developing art and how it relates to the current production behind-the-scenes.

-The intern will coordinate outreach with interns and facilitate interviews to capture insight into internship experiences. These features will be shared as social posts and throughout other marketing materials

-The intern will be responsible for the development and weekly management of a marketing/social media content calendar through the various channels for June, July, and the first week of August.

### **Essential Responsibilities of this role?**

- Develop a marketing/social media calendar
- Proactively manage calendars and postings across channels, measure engagement, and make necessary adjustments
- Send weekly social media reports to manager
- Develop weekly content, including videos, posts, blogs, polls, etc., and marketing materials for X/Bsky, Tumblr, TikTok
- Development of marketing materials to drive community engagement and increase event participation and engagement

### **Skill Development Opportunities**

Communication Skills

Interpersonal Skills

## Knowledge and skills required for this role

- Demonstrated ability to work independently
- Knowledge of TikTok, Tumblr, YouTube, and X/Bsky
- Must be comfortable with Google suite
- Knowledge and access to Canva or Photoshop/Illustrator
- Knowledge and access to CapCut or PremierPro or another video editor
- Comfortable with storytelling and the use of video in creating content
- Must be open to learning and comfortable asking questions

## What does success look like for the intern at the end of the summer

- Developed a robust social media content calendar
- Implemented and managed engaging marketing messages across platforms
- Improved community engagement
- Improved knowledge of animation process

**Prepared by:**

Aj Hannah