



Michigan Coalition Against Homelessness

www.mihomeless.org
Lansing, Michigan

MSW Fund & Relationship Management Intern

Reports to: Amy Stephenson, Communications Director (astephenson@mihomeless.org)

Schedule:

Digital Communications Intern (Part-Time)

Location: Lansing, MI / Hybrid

Hours: 10–15 hours/week

Compensation: Unpaid/College Credit

Organization Overview:

Michigan Coalition Against Homelessness (www.mihomeless.org) is a small but passionate housing non-profit dedicated to providing training, advocacy and support to direct service housing agencies throughout the state of Michigan. MCAH empowers over 650 homeless service agencies through public awareness activities, advocacy at the state and federal level, and support services that bring in national expertise and best practices. Our understanding of homelessness is driven by extensive and varied experience in the field and on-going primary and secondary research and analysis. Our mission is to serve as an inclusive statewide voice to improve systems and support communities to prevent and end homelessness in a way that leaves no one behind.

Position Summary:

We are seeking a creative, tech-savvy, and self-motivated **Digital Communications Intern** to help expand our online presence and storytelling efforts. The intern will support our outreach and engagement strategies by creating compelling content across various digital platforms, with a special focus on video production and short-form content like Instagram Reels and TikTok.

This is an excellent opportunity for a communications student to gain real-world, hands-on experience in digital strategy within the nonprofit sector. The position will have a specific project-based, deliverable due at the end of the internship experience. The position requires a biweekly (every two weeks) in-person 1-1 with the Director of Communications.

Key Responsibilities:

- Assist with the planning, creation, and scheduling of social media content
- Produce and edit short-form videos for platforms such as Instagram Reels, TikTok, and YouTube Shorts

- Develop multimedia content (graphics, photos, and videos) to promote programs, events, and member/partner stories
- Explore and test emerging social media platforms and strategies beyond Facebook and LinkedIn
- Monitor engagement metrics and suggest content optimizations
- Help maintain an organized content calendar
- Support email marketing and website updates as needed

Qualifications:

- Undergraduate student pursuing a degree in Digital Communications, Media, Marketing, or a related field
- Strong written and visual communication skills
- Experience with video production and editing software (e.g., Adobe Premiere, Final Cut, CapCut, Canva, etc.)
- Familiarity with multiple social media platforms, including Instagram, TikTok, YouTube, Facebook, and LinkedIn
- Creative eye for storytelling and design
- Highly organized and able to manage multiple tasks independently
- Passion for social justice, community service, or housing issues a plus

To Apply:

Please send your resume, a brief cover letter, and 1–2 samples of digital or video work (or links to your social media projects) to kbeavers@mihomeless.org with the subject line "Digital Communications Intern Application – [Your Name].