

Club 20 Summer Internship – Communications & Content Production

Club 20 is seeking a motivated Summer Intern to support communications, podcast production, and digital content distribution. As the “Voice of the Western Slope,” Club 20 is a non-partisan coalition that provides education, advocacy, and engagement opportunities for communities across Western Colorado.

Responsibilities:

- Assist in the production and editing of Club 20 podcasts, including recording, scheduling, and post-production
- Manage and grow social media platforms through content creation, scheduling, and analytics tracking
- Support the COO with distribution of digital content including newsletters, website updates, and multimedia assets
- Collaborate with staff to highlight policy discussions, events, and member initiatives
- May include the capturing and promotion of content from meetings, conferences, and community engagement activities

Qualifications:

- Interest in communications, public policy, media production, or marketing
- Basic experience with audio/video editing and social media platforms
- Strong writing, organizational, and communication skills
- Ability to work independently and manage multiple projects

Opportunity:

This internship offers hands-on experience supporting a leading regional advocacy organization, with exposure to public policy, stakeholder engagement, and strategic communications impacting Western Colorado communities.

Compensation:

The position is part time (15-20) hours a week and pays \$16.00 and hour.

To apply:

Email your resume to admin@club20.org