



College
Track

**FIRST GEN
INTERNS**

2020 INTERN JOB DESCRIPTION

BioCellection

<https://www.biocellection.com/>

Menlo Park, CA

\$25/hr, 40 hours/week

June 22 – Aug 14

About

BioCellection has developed a breakthrough technology to turn non-recyclable waste plastic into valuable chemicals. We are scaling up our chemical invention to provide a waste treatment solution to waste companies and cities, and we sell the renewable materials to major brands and Fortune 500 companies. We make the world better by preventing plastic pollution and reducing petroleum dependence.

Scope

We're seeking an enthusiastic, dependable, and creative Marketing Intern to join our growing team. You will be reporting to and working closely with the head of Business Development, and the CEO directly. You will work on developing, growing, and expanding our marketing channels through social media outreach, blogging, and strategic planning. Typical Activities on the Job:

- Improve the company and product messaging to potential customers
- Assist in the creation of spec sheets, mock-ups, email campaigns, and social media content
- Seek and analyze competitor marketing material and digital content
- Create and maintain tracking reports of digital and traditional marketing efforts



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- Develop new social media campaigns, considering current and planned promotional activities
- Drafting press releases
- Monitor social channels and respond to feedback, questions, and concerns
- Provide administrative support to management when required
- Assist in planning and hosting marketing events

Qualifications

- Ability to structure verbal and written communications
- Ability to complete complex tasks with minimal oversight
- Ability to develop creative ways to engage with different media organizations to create opportunities and value for BioCellection
- Passionate, outgoing, and can get people excited about our mission and products
- Strong work ethic
- Experience with marketing software, online applications, VRM analytics and Google Adwords is a plus.
- Extensive knowledge of business social media best practices and platforms
- Data entry and computer skills a must
- Willingness to learn on the job and share experiences with other members of the team Graphic design capability

Students: [Click here to visit site and apply](#)