



Social Media & Videography

Fall 2025

General Description:

Join the Humane Society of North Central Florida as a Social Media & Videography Intern and help us tell the stories that save lives. This role is ideal for individuals with a strong background in social media content creation and video production. You'll gain hands-on experience developing engaging content that supports pet adoptions, raises awareness, promotes fundraising campaigns, and increases foot traffic to our thrift store.

Please note that this is an unpaid internship, and we welcome dedicated college students who are passionate about making a positive impact on the lives of animals.

To be applicable, you must be available on Thursday, November 6, 2025 (all day until 10 p.m.), for Woofstock.

If you have any questions or would like more information, please reach out to Jordyn, Development Coordinator, at jordyn@humanesocietyncfl.org.

Application & Interview Process:

Candidates are required to showcase their passion and skills by submitting an application package.

Please include ALL of the following:

1. Resume
2. Cover letter
3. Availability for internship hours
4. Video portfolio
 - Your video portfolio should include **2–3 examples** that demonstrate your video production and editing skills. These can be social media videos, short-form storytelling content (e.g., Reels or TikToks), long-form storytelling content, or other relevant creative work. If the content was created for a class or organization, please briefly explain the assignment and your role in each piece.

Please email your application package to Jordyn@humanesocietyncfl.org

The application deadline is Thursday, August 14, 2025.

If you are contacted for an interview, you will receive a link to select an interview time.

Interviews will be conducted in person or online and take place on one of the following dates:

- Monday, August 18, 2025, between 8:30 a.m. and 10:30 a.m.
- Tuesday, August 19, 2025, between 2:30 p.m. and 4:30 p.m.

Please make sure you are available during one of these days and time windows.



Social Media & Videography

Fall 2025

Schedule:

The Fall HSNCF Fundraising and Communications internship runs from 08/25/25 to 12/12/25.

Interns must be available to work two days each week on the following days:

- Monday or Tuesday - 4 to 6 hours
- Wednesday, Thursday, or Friday - 4 to 6 hours

Interns are expected to commit to 8-12 hours per week. Please note that in-office presence is required, with working hours scheduled between 8:30 a.m. and 4:00 p.m.

Qualifications & Experience:

- **Social Media Experience:** Demonstrated experience managing and creating content for social media platforms such as Instagram, Facebook, and TikTok. Must be familiar with trends, platform-specific best practices, and writing engaging captions that align with brand voice.
- **Video Production Experience:** Proven ability to create both short-form and long-form video content. Must be comfortable filming, editing, and producing videos for platforms like Instagram Reels, TikTok, YouTube, and Facebook. Experience with tools such as CapCut, Canva Video, Adobe Premiere Pro/Rush, or similar is required.
- **Educational Background:** Currently pursuing a degree in marketing, communications, digital media, public relations, or a related field.
- **Storytelling & Creativity:** Strong visual storytelling skills and an eye for detail, with the ability to craft mission-driven content that connects with a wide audience.
- **Passion for Animals:** A genuine love for animals and enthusiasm for using content to support their care and adoption.
- **Technical Skills:** Familiarity with Google Workspace and other digital tools. Canva and video editing software proficiency is a must.
- **Self-Motivated & Organized:** Able to manage multiple projects, take initiative, meet deadlines, and stay organized in a dynamic environment.
- **Reliable Transportation:** Must have dependable transportation to fulfill in-office responsibilities and occasional off-site content capture.



Social Media & Videography

Fall 2025

Responsibilities & Duties:

- **Short-Form Video Creation:** Produce engaging short-form videos for platforms like Instagram Reels, TikTok, and Facebook Stories to showcase adoptable animals, events, and daily shelter life.
- **Long-Form Video Production:** Create longer videos for our website, YouTube, and donor communications, including adoption stories and campaign highlights.
- **Social Media Management:** Design and schedule content across Instagram, Facebook, and TikTok that aligns with our brand and mission.
- **Writing & Storyboarding:** Write captions and assist with storyboarding or scripting video content.
- **Performance Tracking:** Monitor engagement and suggest creative improvements based on content performance.
- **Team Collaboration:** Work closely with the development team to support marketing, events, and fundraising goals.
- **General Support:** Assist with other communications and digital media tasks as needed.

Physical Requirements & Working Conditions:

- **Good Health Requirement:** Candidates must be in good health and physically able to perform the duties outlined in this internship. This includes capturing video and photo content around the shelter, which may involve walking, standing for extended periods, and working both indoors and outdoors.
- **Nature of the Job:** Due to the nature of the role, there may be occasional exposure to deceased, injured, sick, unruly, vicious, and/or dangerous animals. Additionally, exposure to parasites and infectious diseases is possible.
- **Job Duties:** Successful candidates must be willing and physically able to perform all duties listed in the job description. This includes tasks that may involve varying levels of physical activity and interaction with animals.
 - These conditions are outlined to ensure the well-being and safety of our team members and align with the demands of the role. Prospective candidates should carefully consider these factors when applying for this position.