

**Marketing Intern- Bioscience Incubator
Austin Community College**

Direct Link: <https://www.AcademicKeys.com/r?job=256259>

Downloaded On: Apr. 30, 2025 1:40pm

Posted Apr. 28, 2025, set to expire Nov. 29, 2025

Job Title Marketing Intern- Bioscience Incubator
Department Marketing
Institution Austin Community College
Austin, Texas

Date Posted Apr. 28, 2025

Application Deadline Open until filled
Position Start Date Available immediately

Job Categories Professional Staff

Academic Field(s) Administration - Other

Apply Online Here <https://apptrkr.com/6177018>

Apply By Email

Job Description

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Marketing Intern- Bioscience Incubator

Austin Community College

Job Posting Closing Times: Job postings are removed from advertising at **12:00 A.M.** on the closing date e.g., at midnight on the day before the closing date.

Austin Community College employees are required to maintain a domicile in the State of Texas while working for the college and throughout the duration of employment. -[AR 4.0300.01](#)

[If you are a current Austin Community College employee, please click this link to apply through your Workday account](#)

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Austin Community College is a public two-year institution that serves a multicultural population of approximately 41,000 credit students each Fall and Spring semester. We embrace our identity as a community college, as reflected in our mission statement. We promote student success and community development by providing affordable access, through traditional and distance learning modes, to higher education and workforce training, including appropriate applied baccalaureate degrees, in our service area.

As a community college committed to our mission, we seek to recruit and retain a workforce that:

- Values intellectual curiosity and innovative teaching
- Is attracted by the college's mission to promote equitable access to educational opportunities
- Cares about student success and collaborates on strategies to facilitate success for populations including; first generation college students, low-income students, and students from underserved communities.
- Focused on student academic achievement and postgraduate outcomes
- Welcomes difference and models respectful interaction with others
- Engages with the community both within and outside of ACC

Job Posting Title:

Marketing Intern- Bioscience Incubator

Job Description Summary:

To support marketing and outreach strategies for the ACC Bioscience Incubator (ABI). The intern will assist ABI staff to develop content and dissemination strategies for social media, advertising, event promotion, and similar platforms. This position could be predominantly virtual, if desired.

Job Description:

Description of Duties and Tasks

- Develop audio, video, and written content for various media platforms, including standard social media and other industry-specific platforms.
- Maintain ABI social media accounts.
- Evaluate current ABI marketing and outreach strategy and suggest paths for improvement.

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- Assist ABI staff in development of mid-term outreach strategies to promote ABI brand awareness and hosted events.
- Develop a media outlet list for promotion of ABI content.

Knowledge

- Mastery of standard software suites, including Microsoft Office, G Suite
- Knowledge of the current trends and features of social media and digital marketing platforms.
- Familiarity with mainstream social media channels, digital marketing platforms, and market analytics.

Skills

- Ability to establish and maintain effective working relationships with a strong customer-orientation when working with a diverse team.
- Knowledge/familiarity with industry jargon.
- Effective planning, organizing, communication, and interpersonal skills including use of tact and discretion and the ability to meet deadlines.
- Adeptness to interact effectively with others of diverse backgrounds.

Technology Skills

- Use a variety of spreadsheet, word processing, database, and presentation software.
- May also use social media, work with desktop publishing, and update webpages.

Physical Requirements

- Work is routinely performed in a standard office or similar environment.
- Subject to standing, walking, sitting, bending, reaching, kneeling, pushing, and pulling.
- Occasional lifting of objects up to 10 pounds.

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Safety

- Work safely and follow safety rules. Report unsafe working conditions and behavior. Take reasonable and prudent actions to prevent others from engaging in unsafe practices.

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Pay Rate

\$23/hour

Number of Openings:

1

Job Posting Close Date:

May 8, 2025

Clery Act

As required by the US Department of Education, employees are required to report violations under Title IX and, under the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act (Clery Act), select individuals are required to report crimes. If this position is identified as a Campus Security Authority (Clery Act), you will be notified, trained, and provided resources for reporting.

Disclaimer

The above description is an overview of the job. It is not intended to be an all-inclusive list of duties and responsibilities of the job, nor is it an all-inclusive list of the skills and abilities required to do the job. Duties and responsibilities may change with business needs. ACC reserves the right to add, change, amend, or delete portions of this job description at any time, with or without notice. Employees may be required to perform other duties as requested, directed, or assigned. In addition, reasonable accommodations may be made by ACC at its discretion to enable individuals with disabilities to perform essential functions of the job.

To apply, please visit: https://austincc.wd1.myworkdayjobs.com/en-US/External/job/Highland-Campus/Marketing-Intern--Bioscience-Incubator_R-7628

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Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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