



Title: Social Media & Visitor Services Assistant Internship

Are you a creative communicator with a passion for storytelling, community, and travel? Join the Chippewa Falls Area Chamber of Commerce (CFACC), a Designated Destination Management Organization (DMO), in promoting Chippewa Falls and Chippewa County as a vibrant tourism destination.

Tourism marketing is about more than just pretty pictures—it's about crafting experiences. We inspire visitors to explore our region for leisure, events, group tours, or sports tournaments by showcasing the unique charm, culture, and natural beauty that make Chippewa County unforgettable.

Overview:

Join our team in promoting the Chippewa Falls and Chippewa County area as a premier travel destination! We're looking for a creative and motivated individual to assist with social media content creation and visitor services.

Duties & Responsibilities:

- Develop, manage, and schedule content for our social media platforms (Instagram, Facebook, YouTube) using tools like Hootsuite
- Assist with creating engaging campaigns that showcase Chippewa County's unique offerings
- Provide friendly, high-quality customer service to visitors in person, over the phone, and online
- Support general marketing initiatives and administrative tasks as needed

Minimum Qualifications:

- Familiarity with social media platforms (Instagram, Facebook, YouTube) and scheduling tools such as Hootsuite
- Strong verbal and written communication skills
- Self-motivated and able to work independently
- Excellent customer service skills
- Highly organized with attention to detail
- Creative thinker with an interest in marketing and tourism

Preferred Qualifications:

- Experience with Adobe Creative Suite, Canva, photography, and video editing
- Familiarity with WordPress or other website CMS platforms
- Background in marketing, communications, design, or a related field (education or experience)

Schedule & Compensation:

- Limited-term, part-time position (non-benefits eligible)
- Position runs from September through December, with the potential for extension
- Approximately 10 hours per week, scheduled between Monday–Friday, 8 a.m.–5 p.m. (flexible schedule to be determined with the selected candidate)
- Hourly rate: \$12–\$15, depending on experience

Why Join Us?

As a tourism and social media intern, you'll gain real-world experience in marketing and communications, develop your portfolio, and help shape the visitor experience for thousands of travelers. You'll also get to explore your own backyard and build connections with local businesses and community leaders.

To Apply:

Submit a resume and cover letter to sue@chippewachamber.org. To ensure consideration, materials should be submitted by 5:00pm on August 6, 2025. The Chippewa Falls Area Chamber of Commerce is an independent, non-profit and our mission is to improve the quality of life in our community by providing leadership to coordinate, support and promote the business interests of our membership. We are in the business of helping our local business community flourish.