



1224 Dempster Street, Evanston, Illinois 60202
847.869.4230 | bethemet.org

Beth Emet Communications Internship Program

Beth Emet the Free Synagogue in Evanston is excited to offer a practical, educational and fun internship program. Beth Emet is a consciously inclusive Jewish community rooted in joy, care, learning, and action. Inspired by our 75-year history of freedom of the pulpit, we are dedicated to innovative and intergenerational practice, participatory Judaism, and courageous response. Affiliated with the Reform movement, we express Judaism freely.

The Beth Emet Communications Internship is an opportunity for hands-on nonprofit experience under the mentorship of communications professional and former Adjunct Faculty Member at DePaul's College of Communication, Deborah Siegel-Acevedo (Beth Emet's Director of Community Engagement). We are seeking college students interested in gaining valuable experience during the 2025-2026 academic year in social media, event promotion, website maintenance, and other aspects of organizational digital presence, including analytics to evaluate reach and engagement. In this role, you will have an opportunity to build a robust portfolio while immersing in a hands-on experience that impacts the organization. Light database updating and other infrastructure upkeep tasks to be included. You will report directly to Deborah.

Time Frame: Part-time, 10 hours a week including 5 hours on site, start and end dates flexible

Compensation: \$1,000 stipend per quarter plus college credit

Internship Details

What we will offer you:

- A structured educational opportunity to gain inside knowledge into the world of nonprofit communications
- Mentorship and guidance from a top-tier industry professional
- The ability to gain experience evaluating, honing, and expanding an organization's digital footprint
- The opportunity to learn to write compelling social media updates that are timely and "on brand"
- (Add portfolio language consistent with the opening paragraph here)

Internship Duties

Specific duties for the Intern include:

- Support with all aspects of weekly e-newsletter production
- Special projects, like creating an archive system for photographs
- SEO optimization of website
- Creating promotion and engagement plan for events (speakers, holidays, a retreat)
- Support with collaboration between Beth Emet and Building Together, an initiative that gives an opportunity for people around the world to partner with and support Israelis and Palestinians who want to build together, focused on building tangible projects together that increase quality of life and increase trust.

Internship Qualifications

The ideal candidate:

- Is available 10 hours/week during the Autumn quarter (and potentially interested in continuing for Winter and Spring)
- Is currently a college junior or senior
- Has a relevant academic focus such as digital communications, marketing, or a related field
- Is proficient in Wordpress, Canva, Photoshop, Illustrator, Constant Contact (or equivalent), PowerPoint, and social media platforms (FB, Instagram, LI)
- Has some experience with social media analytics (Google Analytics) and basic SEO
- Has impeccable communication and writing skills
- Has visual design experience
- Is proactive, organized, and detail-oriented

To Apply: Please send the following to communications@bethemet.org

- Cover letter (applications without cover letters will be disregarded)
- Resume with current GPA
- Two references
- Beth Emet is an equal opportunity employer