



# Social Media and Marketing Intern

**Become a vital part of a fast-moving software technology company led by a team of serial B2B tech entrepreneurs.**

Setuply, Inc is a Portsmouth, NH-based company that seeks to transform and modernize client onboarding experience. Our solution helps support digital transformation while giving our clients, SaaS technology companies, and consulting providers the necessary tools to drive better customer experience and faster product adoption.

## **Job Description:**

We seek a motivated and creative Social Media and Marketing Intern to join our team. The intern will work closely with our Marketing team to develop and execute social media campaigns, monitor updates and engage with our audience on different social media platforms. The intern will also conduct competitive research, analyze data and report insights to the team.

## **Responsibilities:**

- Assist in the implementation of social media strategies
- Schedule & make social media content (images, videos, stories, etc.) updates for various platforms
- Monitor social media accounts and engage with followers, respond to comments and direct messages
- Conduct competitive research and report findings to the team
- Analyze social media data and prepare reports with actionable insights
- Stay up-to-date with social media trends and new platform features
- Perform other duties as assigned

## **Requirements:**

- Currently pursuing a degree in Marketing, Communications, or related field
- Strong knowledge of social media platforms (Facebook, Twitter, Instagram, LinkedIn, etc.)
- Excellent communication skills, both verbal and written
- Ability to work in a fast-paced, deadline-driven environment

- Strong attention to detail and organizational skills
- Proficient in Microsoft Office and Google Suite
- Experience with Adobe Creative Suite is a plus

This is a paid internship that will run for a duration of 3 months with the possibility of extension depending on performance. This opportunity may be remote or on site in Portsmouth, NH. If you are a creative and driven individual with a passion for social media and marketing, we would love to hear from you.

To apply, please submit your resume and cover letter highlighting your qualifications and interest in the position to [careers@setuply.com](mailto:careers@setuply.com)