

Communications Assistant

Pay Rate: \$9 per hour

The RELIS Marketing & Communications team is seeking to expand by adding a creative student worker to assist with day-to-day communication activities.

Responsibilities

- Serve as assistant to the Communication Coordinator
- Aid in the creation of content on social media outlets and website
- Develop strategies to increase followership and engagement
- Prepare and maintain presentations, event invitations, and flyers for recruitment and student engagement staff
- Assist with photography at events on campus
- Support the Welcome Center in recruitment efforts
- Other duties as assigned

To apply, send your cover letter and resume to jthompkins@rellis.tamus.edu

The deadline to apply is August 2, 2024.

This is a security-sensitive position and is restricted to U.S. citizens and legal permanent residents only.