EWOC Communications & Social Media Intern

Volunteer position - January 2027 through the June 2027 EWOC Conference with travel, lodging, and conference registration covered

Empowering Women in Organic Chemistry (EWOC) is seeking a Communications & Social Media Intern to help share announcements, events, stories, resources, and opportunities with chemists at every career stage. The intern will join the EWOC Communications Subcommittee and attend the annual EWOC conference. EWOC will cover travel, lodging, and registration to attend the conference in June. This is a chance to be creative, build your network, and develop professional skills that carry into any career.

Role and Responsibilities

This is a flexible, remote role, with a time commitment of 3–5 h/month, with extra time commitment expected to attend the conference in June.

Commitment	Time
Social media content: drafting and posting 5–8 posts per month	2–4 h/month
Communications Subcommittee meeting (virtual)	30 minutes/month
Newsletter support, as needed	Included in hours above
EWOC Conference, June 2027	Attend in person (expenses covered)

Social media (primary focus)

- Draft and post 5–8 social media posts per month on EWOC's social media channels: LinkedIn, Instagram, etc.
- Promote the June conference, including save-the-dates, registration reminders, speaker highlights, and countdowns
- Spotlight EWOC members, attendee achievements, and community stories
- Share relevant resources, career opportunities, and professional development events
- Suggest new formats, trends, or platforms to connect with students and early-career chemists

Newsletter support

- Help draft content for EWOC newsletters and email announcements
- Suggest stories, spotlights, and resources worth featuring

Subcommittee participation

- Attend the monthly Communications Subcommittee meeting (30 minutes)
- Contribute ideas to the shared communications calendar
- Bring your perspective on what resonates with today's students and early-career scientists

At the conference

- Attend the June EWOC Conference
- Help capture the meeting for social media through photos, short updates, and attendee highlights

All content follows EWOC's communications workflow including subcommittee member review for accuracy and branding before the post goes out. This position is not responsible for the EWOC website.

Who should apply

The position is open to all undergraduate students, graduate students, postdocs, and professionals.

Required

- Attended at least one previous EWOC Conference
- Available to attend the June 2027 EWOC Conference in person
- Able to commit 2–4 h/month plus one 30-minute monthly virtual meeting
- Comfortable using at least two social media platforms
- Reliable, organized, and attentive to accuracy

Helpful, but not required

- Experience creating content for a club, lab, department, or organization
- Basic design skills (for example, Canva), photo and video editing
- Interest in science communication, outreach, or community building

What you'll gain

- **Room to be creative.** Pitch and produce your own content ideas, try new formats, and help shape how EWOC connects with its community.
- **Networking.** Work directly with EWOC board members and connect with leaders in organic chemistry across academia and industry, before and during the conference.
- **Professional skills.** Build experience in science communication, content strategy, digital media, teamwork, and project management with a national organization.
- **Conference travel, lodging, and registration** for the June EWOC Conference, covered by EWOC.

How to apply

Please submit the following by **December 11, 2026** using **this form (click here)**:

1. Your name, current position, and institution or employer
2. Which EWOC Conference(s) you attended
3. A short statement (250 words or fewer) about why you're interested in the position
4. Briefly describe your social media experience (if any), and share one idea you have for EWOC's social media (250 words or fewer)
5. Upload your resume
6. Optional: links to social media accounts or content you've created or managed

Questions? Contact **ewoc@ewochem.org**