Ingenuity is currently seeking an enthusiastic and resourceful intern to work with Public Affairs. Ingenuity's mission is to leverage the vibrant communities, rich knowledge and significant resources of Chicago to ensure the arts are a critical component of every public school student’s education.

Ingenuity serves as Chicago's single hub of information, advocacy, strategy, and partnerships. Founded through city-wide collaboration, Ingenuity aims to reinstate arts education in every school for every student. Ingenuity works in tandem with the CPS Department of Arts Education, teachers, Chicago’s arts and cultural community, parents, students and others to ensure excellence in arts education for every student in Chicago Public Schools.

Ingenuity is the:
- Lead advocacy organization driving positive arts education policies in Chicago Public Schools
- Single source of data on the availability and distribution of arts education throughout CPS
- Chief arts education strategy partner to CPS
- Co-architect of the first ever CPS Arts Education Plan (approved by the Chicago Board of Education)
- Co-designer of the Creative Schools Initiative—an interconnected set of incentives and supports for activating the CPS Arts Education Plan in schools and classrooms

**Responsibilities include**
- Working with Public Affairs to update Ingenuity’s social media channels and website
- Exploring and making recommendations on additional social media channels and prioritization of messaging, and encouraging Ingenuity staff to consider social media use in new and more strategic ways
- Leveraging our photos and existing media to create announcements, content templates, and social media content
- Attending and participating in meetings and convenings with the arts education community and others
- Support the Director of Public Affairs in organizing the annual Advocacy Institute, developing an advocacy agenda, as well as activities related to National Arts in Education Week
- Collaborating with other Ingenuity teams on projects as appropriate

**Qualifications**
- Highly motivated and knowledgeable in utilizing social media.
- Computer proficiency (Microsoft Office Suite)
- Knowledgeable of design platforms (Adobe, Canva, etc.)
- Workplace professionalism
- Strong research, writing, and communication skills
- Strong project management and organizational skills
- Ability to work independently and within a team
- Takes initiative on projects
- A sense of humor
- Bilingual a plus
- Interest in arts education/education policy a plus

**Learning Objectives** (upon internship completion, you will have learned...)
- Organizational/Sector Storytelling: How to create and maintain a social media calendar, coordinate with Ingenuity staff to ensure each department’s communications needs are being met, and work with the Department of Arts Education at CPS to sync communications strategies.
- Advocacy Strategies: In partnership with the Director of Public Affairs, develop an annual advocacy agenda for SY 2019/2020 and tailored communications for various stakeholder groups.
- Website support: How to work on the back-end of a Wordpress website, how to generate and edit content.
- Through this work, the intern will also learn about the arts education landscape both in Chicago and the state of Illinois.

**Supervisor**
The Communication and Advocacy Intern reports to the Director of Public Affairs, Karla E. Rivera.