



CITY OF  
**VIRGINIA  
BEACH**

## Economic Development Marketing Intern

The Economic Development Marketing Internship is an opportunity to support the Department in business attraction, business retention, and small business initiatives. This internship would provide valuable experience in both marketing and data analysis, offering exposure to real-world economic development strategies and support growth in the City of Virginia Beach. The intern will assist with content creation, digital marketing, business research, and copywriting to ensure a cohesive and effective marketing approach.

**Day to Day duties can include, but are not limited to:**

- Working under the supervision of the Deputy Director, the intern will assist with supporting internal marketing efforts, ensuring alignment with the department's marketing firm, and handling digital content.
- Craft compelling narratives for various economic development stakeholders and support the development of templates and branded collateral for internal use. Experience with Adobe Creative Suite, Adobe Premiere Pro, or other graphic or video design tools is a plus.
- Support the relationship between the Economic Development Department and our marketing firm to ensure alignment on messaging, branding, and campaign goals.
- Assist in reviewing marketing firm deliverables, including social media posts, advertisements, email newsletters, presentation materials and reports.
- Support the development of location-based marketing and the creation of strategic campaigns.
- Maintain an inventory of digital and print marketing materials, ensuring everything is up to date and organized.
- Collaborate with external vendors, manage multiple tasks and meet deadlines.
- Conduct outreach to businesses and community stakeholders and gather business intelligence insights to inform marketing strategies and messaging.
- Perform additional job-related duties as assigned.

**Expected Schedule / Hours:**

Candidates will work 20 hours per week with flexibility and depending on the academic requirements. The applicant is responsible to provide their own transportation to work and housing during the internship.

**Expected Start Date:**

January 2026

**Expected End Date:**

April / May 2026

**Required Education:**

Candidates seeking a degree in English, Marketing, Graphic Design, Motion Graphics, Public Relations, or a related field of study.

**Application Deadline:**

December 19, 2025, 11:59 p.m.

**Compensation (depends on academic year):**

- Freshman/Sophomore: \$15/ hour
- Juniors/Seniors: \$16/ hour
- Graduate Students: \$17/ hour

**Application Process:**

Interested candidates will need to complete an application for the Internship Program (Requisition #44589) by visiting [www.vbgovcareers.com](http://www.vbgovcareers.com).

Please include a Resume, Cover Letter, and Transcripts (unofficial will be accepted). A portfolio submission, or samples of social media content, video editing, or graphic design work is not required but will be accepted.

Incomplete applications will not be considered for the internship program. References may be requested at time of interview. If you have any questions regarding this posting, please contact [HRRecruit@vbgov.com](mailto:HRRecruit@vbgov.com).

**APPLY TODAY!**

*The City of Virginia Beach is an Equal Opportunity Employer and does not discriminate based on age, sex, religion, national origin, race, disability, or political affiliation.*