



Summer 2026 Communications Internship

The Organization

The [National College Attainment Network \(NCAN\)](#) is a nonprofit, nonpartisan professional association with nearly 500 member organizations across the US that help students prepare for, apply to, and succeed in their postsecondary pursuits. NCAN believes everyone – regardless of race, ethnicity, or socioeconomic status – should have the opportunity to complete affordable, high-quality education after high school. We are a small, collaborative team of experienced professionals who work in a fast-paced environment and provide opportunities for team members to use their talents to their fullest extent.

The Opportunity

NCAN is seeking a part-time or full-time Communications Intern to join our team. We are looking for motivated rising junior or senior undergraduate students or graduate students with strong writing skills and an interest in college access/success, financial aid, and/or higher education policy and advocacy.

This internship is a paid position.

Available Position and Responsibilities

The **Communications Intern** will expand and promote NCAN's college and career readiness resources as well as other member services through multiple communications channels. General responsibilities include:

- Promote NCAN content and share higher education news on social media, primarily [LinkedIn](#), [Instagram](#), and [Facebook](#).
- Assist with writing and scheduling social media content.
- Assist in the production of NCAN's weekly e-newsletter and other emails.
- Write [blog posts](#) spotlighting NCAN content and/or external resources.
- Produce short videos for social media.
- Design graphics for social media, the NCAN blog, and the NCAN web site.
- Assist with marketing communications for the 2026 NCAN National Conference.

Qualifications and Experience

The ideal candidates have:

- A commitment to and comfort in engaging issues of diversity, equity, inclusion, and accessibility.
- Experience with education journalism, communications, social media, and/or policy (through work, volunteering, or completing first-year graduate studies).
- An understanding of the education landscape affecting college application, enrollment, persistence, and completion outcomes.
- Strong interpersonal skills and written and verbal communication skills.
- Ability to work both independently and collaboratively.
- Strong organizational skills with attention to detail and the ability to meet deadlines.
- Ability to multitask to accommodate a wide range of tasks.
- The ability to communicate complex topics simply, but accurately.
- Proficiency in Microsoft Office suite.
- Graphic design and/or video editing skills, particularly experience with Canva and/or Photoshop.

Candidates must be pursuing an undergraduate- or graduate-level degree. We will **not** accept recent graduates. This opportunity is open to all majors, as we know great candidates come from a variety of academic backgrounds. Students who are first-generation college goers, and/or students who have participated in NCAN member programs, are encouraged to apply.

Employment and Compensation

- This position is for Summer 2026, ideally starting in late May and ending at the end of August.
- The internship is either part-time (approximately 15-20 hours per week) or full-time (37.5 hours per week).
- Compensation is **\$20/hour**
- Interns can be remote or DC-based. If DC-based, they must be able to adhere to NCAN's hybrid work schedule: Mondays and Wednesdays in our office and Tuesdays, Thursdays, and Fridays remote.

How to Apply

Communications Intern candidates should submit:

- A résumé
- An original writing sample of 1,000 words or fewer (e.g., a press release, blog post, report excerpt, or class assignment). You may excerpt the best portion of a longer sample.
- **BOTH** of the following:
 1. Two-to-three examples of your best graphic design or video work.
 2. Two-to-three social media posts you've written and published for an organizational (not personal) account (e.g., nonprofit, company, school club).

Cover letters are not required. Share links or screen shots of your samples in a single Word document and send all materials in one email to hr@ncan.org by March 13, 2026. Be sure to identify your name and position of interest in the subject line.