

Grow Smart RI PART TIME COMMUNICATIONS INTERN

Posted 8/19/2026

Timeframe: Fall 2026 – Spring 2027 (start and end dates flexible; may be extended)

Hours/week: 8-10

Compensation: \$700 monthly stipend

Location: At least one partial day per week is required in person at offices in Downtown Providence during weekday business hours; remaining hours may be remote.

About Grow Smart RI

Grow Smart RI is a statewide nonprofit that builds coalitions of business leaders, civic leaders, and residents in support of sustainable, equitable economic growth and an outstanding quality of place. For 28 years we have advocated for the revitalization of urban and town centers, responsible investment in a 21st century transportation system, and land use strategies that strengthen our economy while protecting farm and forest land. Our newest initiative, [Main Street RI](#), is a statewide program run in partnership with Main Street America that supports local leaders working to revitalize their downtowns and commercial districts.

The Role

We are looking for a communications intern to bring creative energy to how we tell our story. Your main focus will be developing social media and newsletter campaigns that draw attention to our initiatives, especially Main Street RI, and reach new audiences. You will have the opportunity to pitch in on other communications work as needs arise. Working with GSRI staff, you can expect to:

- Develop and execute creative social media campaigns from concept to post, including graphics, short-form video, and copy (primarily Instagram and LinkedIn)
- Write and design content for our two monthly e-newsletters using Canva Pro
- Update website content and images as needed on WordPress
- Cover events and programs — photos, video, and recaps
- Draft blog posts and program summaries (topics can vary according to your interests)
- Produce promotional and print materials for our October 2026 Main Street RI conference

Ideal Qualifications

- Coursework or hands-on experience in communications, marketing, journalism, media, or a related field
- A strong writer with a feel for voice, audience, and storytelling
- Fluency with Instagram and LinkedIn as a creator, not just a user; comfort with short-form video
- Experience with website editing (WordPress)
- Design skills and basic photo and video editing
- Organized and self-directed, able to manage a content calendar with minimal supervision
- An interest in Rhode Island, community-building, downtown revitalization, or smart growth issues

Grow Smart Rhode Island is an equal opportunity employer. Candidates from diverse backgrounds are especially encouraged to apply.

To apply: Please email a cover letter, resume, and any portfolio or work samples to Director of Communications & Events Caroline Stevens at Caroline.Stevens@GrowSmartRI.com. Applications will be reviewed as they are received.