



REAL ESTATE BROKERAGE | DEVELOPMENT | PROJECT MARKETING + SALES | FURNITURE +
INTERIOR DESIGN | LOGISTICS | HOSPITALITY ...FOR URBAN LIFESTYLES

Current Opening: Social Media Content Intern

Type: Part Time: 16 to 20 hours / week, based in-office with excursions to capture photo & video content.

*Must be able to dedicate at least 4 hours twice a week during Urbanspace hours: M-F 9a-6p, Sat 10a-4p.

Salary: \$20 / hour

Start Date: Monday, September 15th 2025 (flexible for earlier start date)

Job Description:

As Social Media Content Intern, you will work under our Digital Marketing Manager and Creative Director as part of the Creative Team to produce engaging and visually appealing content for our social media platforms, primarily for our hospitality concepts. You'll help bring our brand to life online, contributing to a collaborative and fast-paced environment.

Key Qualifications:

- Comfortable capturing Photography & Videography for use on social media
- Beginning-to-end experience in Reel creation for use on Instagram / TikTok
- Comfortable posting and maintaining Instagram / TikTok accounts
- Experience using Canva and/or Adobe design software (InDesign, Photoshop) to create graphics
- Strong writing & grammatical skills

Responsibilities:

- Develop and curate content ideas for social media platforms, including Instagram, TikTok, and more.
- Create videos and written posts to showcase our companies, connect with our audience, and drive engagement.
- Collaborate with the Digital Marketing Manager and Creative Team to plan and execute social media campaigns.
- Monitor performance metrics to continually improve our social media strategy, and engage with followers by responding to comments and interactions in a timely and professional manner.
- Schedule and publish content on social media channels, ensuring consistency with our brand voice and aesthetic.
- Coordinate directly with other departments to gather content ideas, announcements, and updates that can be shared on social media.
- Stay up to date on industry trends and best practices to ensure our content remains fresh and relevant.

Perks:

- Room to grow within company
- Spacious and beautiful office + furniture showroom in downtown Austin
- Parking included
- Discounts on Urbanspace products and services
- Dog-friendly workspace

To apply for this position, email your cover letter & resume to robbie@urbanspacelifestyle.com with subject line: "Social Media Content Internship application - [Your Name]"

About Urbanspace:

Urbanspace was created from a passion for living in the Austin urban core lifestyle. Born out of an entrepreneurial vision to develop an on-the-ground real estate firm that could uniquely provide turn-key solutions to the needs of downtown and urban core residents, Urbanspace has led the way for downtown development as the original urban core real estate service provider, since 2000. Urbanspace has evolved into a turn-key living solution, providing residential & commercial real estate brokerage, condo project marketing, development, interior design services, a furniture showroom with over 100 lines, white glove moving services, and hospitality. Leveraging the wide breadth of local knowledge, years of experience, international design acumen and a shared desire for living the urban lifestyle, Urbanspace has driven the real estate and design growth of Austin's urban core for over two decades.

