



TITLE: Marketing Intern

REPORTS TO: Yvonne Lara

MARKETING STUDENTS - HABITAT FOR HUMANITY OF GREATER LOS ANGELES WANTS YOU!!!

Refine your marketing skills with one of the biggest brands in the non-profit world, Habitat for Humanity! We're looking for a dynamic individual with a keen marketing sense to support the Entertainment, Marketing and Communications Department, learning how to create great campaigns with limited budgets.

SUMMARY OF ESSENTIAL FUNCTIONS

- Support Marketing Manager on all projects: campaigns, sponsor fulfillment, promo placements, social media, etc.
- Assist EMC department on events: Dedications, Special Build Days, Sponsor Events, etc.
- Brainstorming/Creating marketing collateral along with Marketing Manager.
- Filing, making phone calls, creating spreadsheets.
- Attend marketing committee meeting once a month.

SUMMARY OF QUALIFICATIONS

- Must be a college junior or senior marketing or advertising student.
- Non-profit experience preferred but not required.
- Must be proficient in Outlook, Microsoft Word, Excel, Power Point, Publisher and Adobe.
- Must have a proficient knowledge of Social Media (Facebook, Twitter, YouTube, etc).
- Must be a self-starter, willing to share and contribute ideas.
- Must be able to handle multiple tasks.
- Must have a car.

This is an unpaid internship position, and candidates must provide proof of course credit. Schedule is 1 day a week – Wednesday, Thursday or Friday. This position requires local travel in the normal course of performing internship duties with mileage reimbursement. Must have access to reliable transportation, valid driver's license and meet the state required amount of personal automobile liability insurance.

COMPENSATION: \$0.00 (please be prepared to show proof of internship-qualified course credit)

TO APPLY

If you want to join our team, please send a **cover letter and resume to:**

EMAIL: HR@habitatla.org **FAX:** (310) 323-0789 - Attn: HR

MAIL: 17700 S. Figueroa Street, Gardena, CA 90248 – Attn: HR

Please, no phone calls or walk-ins

Visit us at: www.habitatla.org