



## // Marketing Intern

### Internship Overview:

The Marketing Intern will help with the planning and execution of marketing objectives and event development. This role is perfect for someone who is passionate about marketing, strong at coordinating schedules, communicating with team and clients and has an ability to provide stellar service to our clients. The person we are looking for has a passion to help churches, is an excellent communicator and has a magnetically positive attitude.

### Internship Functions:

- Assist in developing strategy for and execution of marketing and PR initiatives to stimulate brand awareness
- Assist with developing and managing PR and marketing calendars well-executed monthly
- Assistance in coordinating speaking engagements, seminars and events for company president

### Skill and Personal Requirements:

- Marketing, PR (or related) Major
- Comparable experience (not necessary, added bonus)
- A self-motivated, highly enthusiastic drive for excellence
- Excellent verbal and written communications skills
- Internet-savvy with a strong working knowledge of MS Office and Excel
- Professional and helpful phone presence
- Outgoing disposition; enjoying answering client inquiries and providing stellar service
- Strong organizational skills with the ability to multi-task
- Desire for possible future employment

### Office Hours:

Monday through Friday, 8:30 AM to 5:30 PM

Internship Hours: Part Time

### Pay:

Unpaid—course credit