

## Communications and Fundraising Intern

**Status:** Internship (limited stipend available)

**Reports to:** Development Officer

**Commitment:** 6 months, 10 hours per week

**Start Date:** flexible, ideally April 2019

An internship at Health In Harmony is an opportunity to gain hands-on experience working with an international nonprofit. Because we are a small staff team, you can expect to play an integral role in our work. As Communications Intern, you will inspire and expand Health In Harmony's audiences by writing, editing, and sharing compelling stories from the field with a focus on social media. You will also organize and update our media database and design print materials. This is a great opportunity to enhance your communications skills while contributing to meaningful social change with a global impact.

We are based in Portland, OR. The Communications Intern will need to have internet access and be able to work remotely -- but ideally the intern would be based in the Portland, OR area and be able to visit our office for training and some regular work.

### Responsibilities

- Support the fundraising team to create content for Health In Harmony's communications channels and social media platforms including email blasts, newsletters, Twitter, Facebook, Instagram, LinkedIn, YouTube, and our blog
- Engage with audiences on topics related to Health In Harmony's mission
- Help manage and optimize all communications channels
- Implement digital marketing strategy including Google AdGrants
- Personalize written appeals to distinct donor groups
- Help develop a strategy for creative posts that are in tandem with fundraising efforts
- Review, organize, and optimize Health In Harmony's stock of images and media
- Create graphics for social media, website, and printed material

### Qualifications

- You believe in - and are passionate about - our mission
- Interest, enthusiasm, and experience using social media
- Good eye for design
- Strong writing skills and an ability to adapt to Health In Harmony's voice
- Open-minded and willing to take on a variety of different projects
- Familiarity with global health, environmental science, or planetary health a plus

**To Apply,** please send a resume and cover letter describing your interest in the position and qualifications to [thomas@healthinharmony.org](mailto:thomas@healthinharmony.org). Applications will be accepted on a rolling basis, and the position will be open until filled.