



Job Title: Communications & Marketing Intern
Employer: The Moyer Foundation
Availability/Location: Fall 2016; Seattle, WA
Hours: Flexible schedule; Minimum 12 hours/week
Salary: **Course Credit Only**
Reports to: Senior Manager of Marketing & Communications

Organization Summary:

The Moyer Foundation is a public, 501(c)(3) non-profit organization with a mission to provide comfort, hope and healing to children and families affected by grief and addiction. Founded in 2000 by MLB pitcher Jamie Moyer and his wife Karen, The Moyer Foundation supports thousands of children and families each year through its programs and services offered free of charge. Camp Erin® is the largest national bereavement program for children and teens grieving the death of someone significant in their lives. Camp Mariposa® is an addiction prevention and mentoring program for youth impacted by the substance abuse of a family member. The Moyer Foundation Resource Center extends the Foundation's continuum of care by providing robust online resources and personalized support for families experiencing grief or addiction.

Position Summary:

The Communications and Marketing Intern is responsible for assisting the Communications and Marketing Team in implementing the overall marketing plan, building awareness of The Moyer Foundation's mission, supporting stakeholder communications, fundraising and special event campaigns.

Duties and Responsibilities to include:

- Assist in development and implementation of promotional opportunities and annual awareness and development campaigns.
- Assist with media/public relations research and outreach.
- Assist with social media management, including research, content development and curation, and ambassador messaging campaigns.
- Assist with development of blog calendar, including collaborating on content ideas and posting schedule.
- Research innovative programs to reach new audiences.
- Administrative assistance as needed.

Required Qualifications and Skills:

1. Pursuing a BA in Marketing, Communications (or) related field with strong interest in marketing, communications, and social media management.
2. Knowledge of and commitment to The Moyer Foundation.
3. Proven written communication skills and passion for writing both short/long copy.
4. Outstanding verbal communication skills.
5. Possess a wide degree of critical thinking skills and creativity.
6. Excellent teamwork and interpersonal skills with a positive, professional attitude and desire to learn.
7. Excellent organizational skills and attention to detail.
8. Proficiency with MS Office applications and key social media platforms (Twitter/Facebook).

Please email resume and cover letter to Rachel@moyerfoundation.org or for more information contact Rachel at 206-298-1217.