



600 W. Van Buren, Suite 720
Chicago, IL 60607
ActionforHealthyKids.org

Marketing & Communications Paid Internship

POSITION Internship (preferably year-round, or fall semester 2019)
TITLE Intern
FUNCTION Marketing Communications
LOCATION Chicago or remote
REPORTS TO Digital Marketing Manager
STATUS Active
DATE August 6, 2019

We are Hiring!

Do you want to make an impact on kids, schools, families, and communities? Do you dream of being in a job that enables you to collaborate with others to implement change and make a difference? Action for Healthy Kids® (AFHK) is looking for a Marketing Communications Intern.

You

The Marketing Communications Intern is a dynamic, self-motivated individual. This position provides administrative and creative marketing support of the cross-functional work of the Marketing Communications Team and works closely with and reports to the Digital Marketing Manager.

Us

Action for Healthy Kids is a national non-profit organization, raising the bar on the health of the whole child to extraordinary levels across the country. AFHK mobilizes school professionals, families and communities to take actions that lead to healthy eating, physical activity and healthier schools where kids thrive. We partner with dedicated volunteers—teachers, students, parents and caregivers, school wellness experts and more—from within the ranks of our 140,000+ constituency to create healthful school changes. AFHK is dedicated to the goal of ensuring every kid is healthy, active and ready to learn and providing the comprehensive support and resources needed to build healthy schools in every community. We are committed to impacting systemic change with a focus on serving students from underserved communities.

Action for Healthy Kids is an equal opportunity employer. We celebrate diversity across multiple and intersectional dimensions, including but not limited to race, ethnicity, socio-economic background, sexual orientation, religious beliefs, gender identity, disability status, and age and are committed to creating an inclusive and welcoming environment for all employees.

Communications & Marketing Intern Accountabilities

- Building/disseminating newsletters and marketing emails
- Gathering analytics and monitoring media coverage and social media for development and communications reports
- Assist with support of AFHK's Digital Asset Management system
- Assist with website maintenance
- Content creation for newsletters, website, social media
- Project support for AFHK initiatives and campaigns
- Other marketing communications support as needed

Requirements

Candidates should possess the following qualifications:

- Currently completing Bachelor's or Master's Degree in marketing, public relations, communications, journalism or other complimentary area of study.
- Demonstrated strong oral and written communication skills
- Proficiency with Microsoft Office Suite and complementary computer skills and online research skills.
- Organization and time-management skills.

Bonus Qualifications

- Interest and passion for working in the field of health communications and/or nonprofit.
- Any experience with Salesforce, Pardot, WordPress or other CMS and CRMs
- Any experience or familiarity with social media community management

Core Values and Competencies

- Creative Thinking
- Mission-Driven
- Communicator
- Collaborative
- Hustle
- Optimism
- Execution

Hours

We are looking for an intern to join us for the full school year (9-12 months beginning Aug/Sept. 2019). We are open to students looking only for a fall semester 2019 internship as well. Hours will range from 6-12 hours/week.

Compensation

\$10-\$12/hour

Location

This position may be based in our downtown Chicago headquarters but could also be remote. To apply, please send a resume to careers@actionforhealthykids.org with subject line "Marketing Intern" by Sept. 15, 2019. No telephone inquiries please.