



## Communications Intern

**Reports to:** Communications Director/Board of Directors

**About Hosea's Heart:** Hosea's Heart exists to empower the girls of Swaziland to achieve freedom from sexual abuse and hope for a better future by serving their physical, emotional and spiritual needs through a holistic, restorative process. Through counseling, education, and the anointing of Christ, the girls in our immediate care will be holistically healed to rebuild, renew, and restore their communities. Learn more at <https://hoseasheart.org/about/>

### Overview of Position:

A communications intern through non-profit work has the unique opportunity to gain experience in building internal/external relationships with the Hosea's Heart community, Board Members, and Donors. The intern will also gain experience in professional writing, social media management, graphic design, and website management. The primary responsibility of the Communications Intern is to support the promotion of organizational events and ongoing communication with donors, media partners and staff. Other duties may also be assigned as needed.

### Communication and Supervision Expectations:

This internship would be remote with the expectation of attending monthly Sunday meetings via Zoom for 1 hour. Weekly hours (5-10hrs) can be flexible depending on the student's schedule. Attendance to support our team at events may be needed sporadically throughout the semester in the Wisconsin area. This internship will run during the student's spring semester, ideally from January 2024 to May 2024. The position is unpaid but will work with the University to award credit. Potential for a second semester or paid freelance work upon successful completion of the internship.

### Duties are as Follows:

- Use client stories from funded programs to develop articles that will be used in stakeholder newsletter and organization's website.
- Work with digital, print and peer to peer channels in marketing campaigns to increase donor engagement
- Project management experience; including how to meet daily, weekly and long-term deadlines in a unique environment
- Write press releases for events and announcements.
- Conduct interviews to be used in marketing materials.
- Support the marketing and communication functions of board members in creating collateral pieces – brochures, Annual Reports, Marketing Campaigns, Fundraising.
- Update website as needed and learn to use WordPress in an efficient manner.
- Assist with special events including planning and execution of the event. Assist with any photography needs.
- Update social media sites including Facebook and Instagram – leverage social media analytics.
- Any other duties as assigned by the Board of Directors.

To apply, please email your resume and cover letter to [mckenzie@hoseasheart.org](mailto:mckenzie@hoseasheart.org) by May 15, 2023.