



☐Those Who Help the Poor Honor God☐  
**Proverbs 14:31**

8332 Commonwealth Avenue, Buena Park, CA 90621

TEL: (714) 523 ☐ 4454 FAX: (714) 523 ☐ 4474

E-mail: [info@gchope.org](mailto:info@gchope.org). Website: [www.gchope.org](http://www.gchope.org)

*Bringing Health to Kids in Crisis*

## COMMUNICATIONS/SOCIAL MEDIA INTERN

**Internship Title:** Communications/Social Media Internship

**Position type:** Summer/Academic Year, Part time☐ 10-30 hours/ wk

**Location:** Buena Park, California

### **Duties and Responsibilities:**

The Social Media/Communications Intern will:

- help manage the organization's website (Wordpress)
- write drafts for the blog or press releases
- post on social media (Facebook, Twitter, YouTube, website)
- review analytics for social media and website
- create visual graphics, flyers, postcards
- research popular blogs and contact them in regards to GCHope promotion
- brainstorm new marketing campaigns
- put together content for a newsletter

The ideal candidate will be studying communications and possess strong written and verbal skills. They will also be extremely self-motivated and have an existing following on social media networks.

This is a great opportunity for an individual interested in gaining valuable practical experience that can be applied to either the public or private sector.

### **Skills:**

Creative  
Self-starter  
Knowledge of Microsoft Office  
Strong communication skills  
Pays attention to detail  
Experience with Photoshop or Illustrator  
Problem-solver  
Organized  
Personable

**Education:** Completion of two years of college  
Communications Major preferred

Giving Children Hope/Global Operations & Development is a faith-based humanitarian aid organization which focuses on health care issues, disaster relief, homelessness, and projects serving needy Children and the poor. A public benefit, nonprofit corporation, registered Private Volunteer Organization (PVO) with USAID, tax-exempt under IRS 501(c)(3).





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**Please include the following for your application to be reviewed:**

- Resume
- Cover letter explaining what attracts you to GCHope and why you're a perfect fit.
- 2 References
- 1-2 Writing samples
- Answer 3 further questions

Questions (On separate document answer these questions. Please keep answers a maximum of 5 sentences)

1. What is the best book you've read in the last year? Why?
2. What is the biggest need in our current world?
3. Tell us about the sweetest place you've ever travelled to.

Send your application to [volunteer@gchope.org](mailto:volunteer@gchope.org). In the subject line please type  
Communications Internship.

While this is an unpaid position, college credit is available and recommended for the internship. We suggest you start talking with your school advisor now about the steps necessary for this. We are more than willing to fill out the needed paperwork to ensure that you get academic credit for your work with us.

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