

Marketing and Public Relations Intern

MUST Ministries

P.O. Box 1717 Marietta, GA 30061

MUST Ministries is seeking a Marketing Communications or Public Relations student or recent graduate for a 15-hour-a-week unpaid internship at our administrative offices in Marietta.

Job duties focus on:

Social media - often

Photography - often

Writing – daily (including web)

Assistance with newsletters - occasionally

Writing kits, brochures, press releases, etc. - as needed

Assist on all campaigns: capital, annual - daily

Marketing assistance on all events – ongoing (emphasis on Gobble Jog and Annual Gala)

Assisting with media relations – developing media relationships and working with reporters as needed, providing info and photos - often

Creative ideas for scripts – video, speaking engagements, Speaker’s Bureau presentations, letters – as needed

Brainstorming creative ideas and perspectives - daily

Administrative support - as needed

May also assist in:

Facebook updates – about one a day plus interaction with followers

Twitter – about 2 a day plus interaction with twitter followers

Video distribution on landing page – as needed

Sustaining the MUST blog with various writers contributing – establish blog

Distributing media tips and press releases electronically – weekly

Assist on all campaigns: capital, annual, events - ongoing

Researching cutting edge technology for MUST media - ongoing

Will be supervised by career professionals with 81 years of cumulative experience.

MUST Ministries is a servant leader caring for those in need in the Marietta, Smyrna and Canton/Cherokee county communities. Founded in 1971 by the Rev. Wayne Williams, MUST Ministries’ initial programs included a grocery bus ministries for the elderly, a youth tutoring program and outreach ministries to "alienated" young people. Since it’s inception, MUST has fulfilled Wayne's vision of connecting people who have a desire to help with those who need help the most. Today, MUST encompasses more than 6,000 volunteers who are continually helping MUST Ministries achieve its goal of being Georgia’s most respected servant-leader.

Contact: Mark Kelly, mkelly@mustministries.org