



## JOB DESCRIPTION: COMMUNICATIONS/ ADVOCATE

### Overview

H.E.L.P. is a grassroots, faith-based, start-up non-profit organization launched in 2009. We desire to create a global tribe of people who are dedicated to ending extreme poverty by rescuing orphans, restoring their hope, and renewing their communities.

H.E.L.P. is looking to hire one intern who specializes in communication. This role could eventually lead to a part-time or full-time position.

### Job Summary

Job Type: Internship, part-time or full-time, 10-15 hours per week.

Compensation: None, but may raise your own support.

Location: Raleigh, NC

We're looking for a motivated individual with a passion for the global poor, especially the orphan. This individual will oversee all communications H.E.L.P., which includes social media (blog, Facebook, Twitter, website), print media (postcards, letters, written communications, partner manuals, etc.) and key initiatives (Help One Now, Help One Sunday, GS4O and global trips). This person must be independent, be willing to produce results on a consistent basis, and be a team player who can challenge the process and add value to the team.

### Job Qualifications

If you're familiar with the terms "linchpin", tribes, and becoming remarkable, then you will understand the ethos of H.E.L.P. We need global advocates for the poor; individuals who will work hard, stay focused, and implement ideas so we can effectively serve the global poor.

### Job Specifics

- Work closely with the Director of Operations to implement a communications strategy
- Create 60-90 day plan-of-action for key projects
- Be deeply committed to the vision, mission and philosophy of H.E.L.P.
- Research effective communication efforts by other NGO's
- Create the necessary systems for future communication needs
- Understand the different communication needs of our international partners
- Promote H.E.L.P. and our initiatives
- Spend time with our international partners on the ground
- Help Scale our social media efforts
- Build and work with volunteers, and serve in media/communications
- Work closely with H.E.L.P. branding/ media dept.

### Values

- Team Player
- Passionate
- Humble
- Feisty
- Focused
- Hard-working
- Excels in operating in fast pace, global environment
- Follows directions, collaborates and finishes projects
- Not afraid to fail
- Great computer skills

### How to Apply

Please submit a resume and cover letter to:

[chris@helpendlocalpoverty.com](mailto:chris@helpendlocalpoverty.com)

The position is open until filled. Email submissions only.