



TITLE: ReStore Marketing Intern
REPORTS TO: Karen Moore

MARKETING STUDENTS - HABITAT FOR HUMANITY OF GREATER LOS ANGELES WANTS YOU!!!

If you have a passion for marketing and are a go-getter with a positive attitude, we welcome you to join one of the most well-known and respected non-profit organizations in the world, Habitat for Humanity! We're looking for a dynamic individual to join the team at Habitat's home-improvement thrift stores, called "ReStores". www.shophabitat.org. The ReStore is a self-sustaining funding source for the organization and we are always looking for ways to expand our reach with prospective donors and customers (shoppers).

SUMMARY OF ESSENTIAL FUNCTIONS

- Promote the ReStores via our on-line resources and social networks
- Create and distribute a monthly ReStore newsletter
- Conduct ReStore customer surveys
- Create reports on ReStore customer trends & donation results
- Transcribe donor messages onto the call log
- Help to coordinate guest bloggers for third-party sites to promote the ReStore
- Maintaining donor database for marketing outreach
- Conduct research for potential donation resources
- Assist ReStore staff at local events
- Filing, making phone calls
- Attend monthly meeting with Habitat's marketing team

SUMMARY OF QUALIFICATIONS

- Must be a college junior or senior marketing student
- Must be proficient in Outlook, Microsoft Word, Excel, Power Point
- Must have a proficient knowledge of Social Media (Facebook, Twitter, YouTube, Pinterest, etc)
- Must be a self-starter, willing to share and contribute ideas
- Must be able to handle multiple tasks
- Must have reliable transportation

This is an unpaid internship position, and candidates must provide proof of course credit. Schedule is 1-2 days a week – Tuesday, Wednesday or Thursday. This position requires local travel in the normal course of performing internship duties with mileage reimbursement. Must have access to reliable transportation, valid driver's license and meet the state required amount of personal automobile liability insurance.

COMPENSATION: \$0.00 (please be prepared to show proof of internship-qualified course credit)

TO APPLY

If you want to join our team, please send a **cover letter and resume to:**

EMAIL: HR@habitatla.org **FAX:** (310) 323-0789 - Attn: HR
MAIL: 17700 S. Figueroa Street, Gardena, CA 90248 – Attn: HR

Please, no phone calls or walk-ins

Visit us at: www.habitatla.org