

Marketing and Digital Communications Intern

Organization: Door of Hope Counseling Services

Mission: *Restoring Hope to relationships and providing quality services to clients by establishing relationships that encourage growth and mutual respect.*

Location: 1201 N. Watson, Ste 142, Arlington, Texas 76006

Contact: Cynthia Thompson, M.Ed, LPC-S

*This position is an unpaid internship opportunity but can work towards credits, resume development and experience. Interested candidates must be students currently enrolled in an undergraduate program. Requires coursework in Marketing or Business.

Description:

Door of Hope Counseling Services is recruiting a Marketing and Digital Communications Intern for their office in Arlington, Texas. This position is ideal for students interested in pursuing careers in marketing, PR, new media, communications, and graphic design. Undergraduates, graduate students, and recent graduates are all encouraged to apply. This position is available year round.

This is a hands-on learning experience. If you intern at our office, you'll get a real-world opportunity to learn practical applications for all the things you learned in school. As a Marketing and Digital Communications Intern, you will be actively involved in designing and updating web content as well as creating and implementing creative strategies to develop communications both online and offline.

Job Highlights:

- Provide support for marketing efforts utilizing multiple channels both online and offline
- Research and develop content of local office pages in support of online community development efforts
- Assist with campaign development, implementation, and tracking
- Assist with email production and small design projects
- Partner with Door of Hope on marketing projects as needed

Intern Requirements:

- Excellent communication skills including grammar and spelling
- Have an interest in web design, communications, graphic design, marketing or business
- Familiar with social media, Facebook, LinkedIn, Twitter, etc.
- Able to demonstrate basic HTML and/or graphic design experience, familiarity with editing a website is a plus
- Produce high quality, error free work
- Communicate efficiently and professionally
- Proficient with Microsoft Office applications
- Self-motivated, detail-oriented, strong organizational skills, ability to adhere to deadlines
- Commitment to a flexible work schedule of 10-12 hours per week

Marketing students are highly encouraged to apply.

An interest in supporting healthy relationships is a benefit.

Equal Opportunity Employer

Interested applicants, go to www.DoorofHopeCounseling.com, click on the 'Forms' page and complete the application. E-mail a resume and completed application to Cynthia@doorofhopecounseling.com. Please put "Marketing and Digital Communications Intern" in the subject line of the e-mail. Remember to include your name in the title of any attachments (i.e., Johnson_resume.pdf). Only applicants chosen for interviews will be contacted. No phone calls please.

Apply by Email to: Cynthia@doorofhopecounseling.com

DOOR OF HOPE COUNSELING SERVICES

MARKETING AND DIGITAL COMMUNICATIONS INTERNSHIP APPLICATION

INTERN LOCAL CONTACT INFORMATION

Name: _____ Gender: M / F

Address: _____ City: _____ State: _____ Zip: _____

Primary Phone: (____) _____ University E-mail: _____

SCHOOL INFORMATION

University: _____ Year: Freshman / Sophomore / Junior / Senior

Major(s): _____ Minor(s): _____

Will you receive credit for this internship? _____ If so, Professor/Course: _____

Available hours & days per week: _____

Although Door of Hope Counseling Services is a not a non-profit, there are some similarities to non-profit work. Have you previously worked or interned for a non-profit organization before?

Where?

What interests you about working for Door of Hope Counseling Services?

What do you hope to gain from your experience working with Door of Hope Counseling Services?

Please attach your resume along with your application.

Mail to: Cynthia A. Thompson, M.Ed, LPC-S
1201 N. Watson, Ste 142, Arlington, TX 76006

Email: Cynthia@doorofhopecounseling.com

www.doorofhopecounseling.com