



Job Description: I Am Well America Program Intern

(Part-Time: 5-10 hours per week)

Salary: Internship Program

Qualifications

- Demonstrable commitment to the mission, vision, core beliefs, guiding principles and values of I Am Well Foundation
- Ability communicate a clear understanding of I Am Well America and its benefits
- Strong ability to develop effective digital marketing strategies with limited funding and direct communication with potential interested partners via email, Zoom and phone calls
- Comfortable in promoting sponsorship opportunities to potential donors
- Basic website maintenance

Skills

- Effective oral and written communication skills
- Ability to present effectively
- Attention to detail and ability to work independently and within a team setting
- Excellent ability to build and nurture relationships
- Basic website and computer knowledge

Responsibilities

- Update and maintain I Am Well America site, including backups and edits as approved by the President/Acting Director
- Develop and implement digital marketing strategies specifically for I Am Well America, including site/link exchanges, video and digital ads, social media campaigns, and direct outreach via phone, email and Zoom calls
- Track and report on annual and monthly usage (strategic planning goal is to eventually connect with at least 10,000 unique visitors per month)
- Conduct regular communications and outreach to current and potential resources and sponsors
- Develop feedback survey tool for I Am Well America, and communicate and/or implement feedback suggestions as needed
- Assist with efforts to further develop, promote and innovate I Am Well America
- Work with President/Acting Director to improve I Am Well America website, tools, functions and resources as needed

Reports to: Acting Director/President