



INTERNSHIPS AT DWC

The mission of the Downtown Women's Center is to provide permanent supportive housing and a safe and healthy community, fostering dignity, self respect and personal stability and to advocate ending homelessness for women. Founded in 1978, the Downtown Women's Center (DWC) was the first local nonprofit organization to exclusively serve mentally ill and elderly homeless women on Los Angeles' Skid Row. DWC is committed to providing each woman with the support necessary to achieve self-sufficiency. More at www.DWCweb.org

SOCIAL ENTERPRISE MARKETING INTERN

The intern will work in the Workforce Development department, and assist in different marketing and online aspects of the social enterprise, MADE by DWC. This opportunity is ideal for students interested in marketing, online advertising, graphic design, and social media.

JOB DUTIES

- Assist with the overall marketing plan for MADE by DWC
- Assist with promotions and in-store events
- Help to maintain online social networking sites (primarily Facebook and Twitter)
- Update social enterprise website (www.MADEbyDWC.org)
- Improve our brand presence through strategic marketing and planning
- Assist with creation of program and promotional materials such as flyers, invitations, specialized materials
- Help develop strategies for e-commerce and online selling
- All other duties as assigned

SPECIAL SKILLS/QUALIFICATIONS

- Demonstrated educational and/or professional interest in marketing, advertising and social media
- Possess excellent oral and written communication skills
- Must be comfortable working in an environment where creativity is encouraged
- Must be web savvy and enjoy keeping up with new content-sharing technologies online
- Knowledge of online technology with particular interest in blogs, social networks, and other emerging trends
- Experience using graphics programs such as Adobe Photoshop, InDesign and Illustrator desirable but not required
- Understand the Center's unique approach to service provision and committed to working towards an end to homelessness
- Demonstrated interest in social entrepreneurship strongly preferred

APPLICATION INSTRUCTIONS

CONTACT: Email cover letter and resume to Allison Bamberg, Volunteer Department Associate, Volunteer@DWCweb.org.

SKILLS/QUALIFICATIONS: *Ideal candidates for all internships will demonstrate the following*

- Have a professional attitude and friendly, positive approach
- Be a problem-solver and self-starter who enjoys working in a team-oriented environment
- Understand the Center's unique approach to service provision and committed to working towards an end to homelessness

TIME COMMITMENT: 15-20 hours/week for 15 weeks (options for longer internships are also available)

COMPENSATION: Internships are unpaid. Academic credit is possible depending on requirements.