

**EMPOWERMENT RESOURCES, INC.**

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ERI Communications Ambassador Announcement

Summary: Empowerment Resources Inc. is seeking an ambassador who is studying communications or marketing. The candidate will work closely with the director and/or marketing committee team members to support the organization's goals and objectives. The ambassador will be responsible for assisting with the development and execution of marketing and communications strategies. The ambassador can expect to volunteer 2-10 hours a week depending upon availability.

Duties and Responsibilities:

- Assist with social media management (Blog, Facebook, Instagram and Twitter)
- Development of e-newsletters (MailChimp)
- Website Management
- Execution of Press Releases and Media Alerts
- Produce marketing materials for distribution (Graphic Design / Canva)
- Assisting with Special Projects and Events

Qualifications and expectations:

- Excellent written and verbal communication skills
- Critical thinking skills
- Comfort and professionalism in interactions with internal and external stakeholders
- Ability to work independently
- Qualities of dedication, integrity, teamwork, flexibility and accountability
- Proficiency in computers including PC, Microsoft Office programs

Benefits:

- Networking opportunities
- Free admission to ERI-hosted events throughout the year
- Sharpen your skill set while gaining hands-on experience in the nonprofit sector

Contact:

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