



Communication and Marketing Intern (unpaid- 10 to 15 hours a week for three months) (Palo Alto)

This is a great opportunity for a fresh college graduate, junior or senior in college who majors in mass communications, who has no relevant job experience, but would like to build up his or her resume to pursue a job in public relations and Web 2.0 communication.

Are you interested in an communication intern opportunity to help spread the message of accountable, safe, and convenient recycling of electronics and stop the global dumping of e-waste in developing countries. You will learn by doing it and develop a whole range of blog and web content, and develop PR skills in a fast-paced social and environmental responsible green business? Do you want to build up experiences on your resume so you can be more competitive in obtaining a full-time communication job. Would you like to work with a dedicated team of professional working at the intersection of information technology, social entrepreneurship, retail, and operations... all while saving the environment?

About GreenCitizen

GreenCitizen helps individuals and organizations repair, reuse, and recycle electronics responsibly. We provide convenient, accountable, and responsible services that make it easy for everyone to do their part to help save the environment from harmful electronic waste. GreenCitizen is proud of its educational outreach efforts and community involvement. GreenCitizen eco centers are all about education. More info about at <http://www.greencitizen.com>.

Job Summary

The GreenCitizen Communication Intern will be involved in all outbound communication operations, and Community outreach effort in educating the public about e-waste crisis and how to proper recycle of electronics in the San Francisco, and Burlingame. No employment is guarantee after the intern. Strong job references will be given to top performers.

The Communication Intern responsibilities will include:

- Outreach in Web 2.0 Facebook, Twitter, other social networking
- Develop marketing material and collateral
- Update web content on the web site
- Hosting community outreach events
- Manage blogs
- Develop educational video segments for the web
- Develop customer testimonial interview
- Research and compile a list of organizations, webs, partners for outreaches and promotions

Qualifications

Successful communication and marketing Intern candidates will have most of the following skills and qualities:

- Passion for the environment and social responsibility, combined with a passion to educate and persuade people to do the right thing for the environment
- Exceptional writing skills, editor or editor-in-chief of school organization web site, blog, and newspapers
- Exceptional verbal communication skills
- Demonstrated ability to take initiative, roll up your sleeves, and go the extra mile
- Problem-solving skills, people skills, and team skills
- Creativity – think outside the box
- Ability to prioritize activities and multi-task
- Detailed-oriented and reliable
- Creative and assertive
- Ability to work some weekend hours is required
- A record of strong academic performance is required, and a Bachelor's degree in communications, business or environmental related major is preferred (we will consider college students who are currently in their junior or senior years before graduation)
- Demonstrated ability and strong work ethics of going the extra miles in past academic, volunteer, and work experience.

How to Apply



If you would like to apply for the GreenCitizen's Communication and Marketing Intern position – located in San Francisco, Palo Alto or Burlingame, please email a resume, a cover letter, and responses to the following questions to intern@greencitizen.com. Write in the subject line "Communication and marketing Intern Applicant October 2009"

1. Why I choose to pursue a career in the environmental field?
2. What unique personal character and qualification make me a strong candidate for the intern position at GreenCitizen?
3. How did I spend the last two summer?
4. Can you commit to a 10-15 hours a week ?
5. Professional references a plus
- 6.

GreenCitizen is an Equal Employment Opportunity employer. All qualified applicants will receive consideration for employment without regard to race, national origin, gender, age, religion, disability, sexual orientation, veteran status, or marital status.