Monroe County CASA 201 N. Morton St Bloomington, IN 47404 812-333-2272

# Marketing Intern

## About Monroe County CASA (Court Appointed Special Advocates)

• Monroe County CASA is a volunteer-powered program which provides representation in juvenile court for child victims of physical abuse, sexual abuse, and neglect. The program recruits, screens, trains, and supervises adult community members who volunteer their time to serve as Court Appointed Special Advocates (CASAs), with full legal authority set forth by the State of Indiana. CASAs provide advocacy to child victims to ensure that they remain at the forefront of the court proceedings and find a safe, permanent home as quickly as possible.

#### About the Marketing Internship

• This intern will assist the Resource Development Coordinator and Resource Development Assistant with a number of projects to benefit the mission of CASA. Opportunities include but are not limited to: special event planning and event execution, social media marketing, community engagement, and fundraising.

### Responsibilities

- Special event planning and event execution
- Assist in the creation and distribution of posters and other marketing materials (print and online)
- Develop social media calendar that will help engage community members, current CASA volunteers and donors
- Contact businesses in the community about sponsorship and fundraising opportunities
- Attend planning committee meetings for special events and volunteer recruitment

#### Qualifications / Experience

- Creativity
- Self-starter
- Ability to work independently
- Interest or experience working in a nonprofit environment

#### Schedule

- Spring 2017
- 8 hours / week
- Some daytime availability to work in CASA office and some weekend availability for special events (some work can be done remotely)