



TIMMY
GLOBAL HEALTH

Timmy Global Health – Development & Marketing Intern

Fall 2019

Timmy Global Health | 22 E 22nd Street, Indianapolis, IN 46202 | Tel: 317.920.1822 | Fax: 317.920.1821 | www.timmyglobalhealth.org

Title	Development & Marketing Intern
Dates	Fall 2019 (2-3 month commitment), approx. 20-40 hrs. /week
Employee Status	Unpaid Intern
Reports to	Director of Development and Communications

Internship Objective:

The Timmy Global Health Development & Marketing Internship is an unpaid volunteer experience intended to supplement a student's educational experience with skills relative to non profit development, marketing and communications, as well as global health. This opportunity also promotes valuable experience in organizational leadership, while vitally contributing to Timmy Global Health's mission of advocacy, health care promotion, and service.

Timmy Global Health Overview

Timmy Global Health is an Indianapolis-based nonprofit that seeks to expand access to health care while empowering students and volunteers to tackle today's most pressing global health challenges. In collaboration with our international and US partners, we facilitate medical service trips and channel financial, medical, and human resources to community-based projects in the countries where we serve.

TGH has distinct elements that define its principles of engagement and set it apart in the field of short-term medical service work abroad: ensuring continuity of care; long-term relationships with the communities it serves; an unwavering commitment to high-quality clinical care; respect for patients, partners, and government policies in the countries where it works; and emphasis on cultural humility and learning among its volunteers. TGH is currently evolving certain aspects of its programming to ensure that its work contributes to long-term, sustainable improvements in health care and health equity; using a model of recurring medical service trips and global health education as anchors.

At Timmy, we believe that all people have a basic human right to access quality healthcare and that everyone, regardless of age or career path, plays a role in fighting for health equity. In the word's of Timmy's founder, Dr. Chuck Dietzen, "Not all of us were born to be doctors and nurses, but we were all born to be healers."

Internship Description

The Timmy Global Health Development & Marketing Intern will work on the following projects, in addition to other projects/tasks as assigned:

- Support the Development and Marketing team in event preparation, follow up and logistics
- Assist with website content, social media content, newsletter content and design projects
- Evaluate Timmy's current fundraising resources for college chapters and assist in developing new resources
- Assist in the development of communications and marketing plan for the organization

Projects subject to change based on need.

Internship Duration and Hourly Commitment:

The duration of the internship is dependent on the student's availability, but ideally 2-3 months for 10-15 hours per week at minimum. Changes to the timeframe and hours of work are flexible according to the student's schedule and program requirements.

Job Requirements and Skills

Required

The ideal candidate has demonstrated that they are the following:

- o Detail-oriented and highly organized
- o Able to juggle multiple simultaneous projects
- o Entrepreneurial and a self-starter
- o Strong work ethic
- o Passionate about Timmy and our work
- o Confident working both independently and with a team
- o Familiarity with Microsoft Office and Google Suite
- o Have a sense of humor and a flexible personality
- o Strong communication skills, both written and verbal
- o Responsible and positive
- o Have a high level of maturity to work in a constantly changing and challenging environment

Additional

- o Familiarity with Salesforce, Marketing Cloud, Wordpress, Adobe Suite, Canva
- o Experience with website development, event management, and fundraising
- o Familiarity with social media platforms and mission-driven content creation

How to Apply

Please submit a current resume with a cover letter via email to jobs@timmyglobalhealth.org.

Applications accepted on a rolling basis until August 10. Please write "Development & Marketing Intern Fall 2019" in the subject of your email. Finalists ONLY will be contacted for an in person or telephone interview. Please direct any questions or concerns to jobs@timmyglobalhealth.org.