



**TIMMY**  
GLOBAL HEALTH

## **Timmy Global Health – Marketing Intern Summer 2020**

Timmy Global Health|22 E 22<sup>nd</sup> Street, Indianapolis, IN 46202|Tel: 317.920.1822 |Fax: 317.920.1821|  
[www.timmyglobalhealth.org](http://www.timmyglobalhealth.org)

<b><i>Title</i></b>	<b><i>Marketing Intern</i></b>
<b><i>Dates</i></b>	<b><i>Summer 2020 (2-3 month commitment) approx 20-40 hrs/wk</i></b>
<b><i>Employee Status</i></b>	<b><i>Unpaid Intern</i></b>
<b><i>Reports to</i></b>	<b><i>Marketing &amp; Communications Manager</i></b>

**Internship Objective:** The Timmy Global Health Marketing Internship is an unpaid volunteer experience intended to supplement a student’s educational experience with skills relative to non profit 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



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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.

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

- Support the 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 with the Executive Director
- 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:

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



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environment

**Additional**

- Familiarity with Salesforce, Marketing Cloud, Wordpress, Adobe Suite, Canva
- Experience with website development, event management, and fundraising
- 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](mailto:jobs@timmyglobalhealth.org). Applications accepted on a rolling basis until April 15, 2020. Please write “Marketing Intern Summer 2020” 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](mailto:jobs@timmyglobalhealth.org).