



**B.E.A.U.T.I.F.U.L.**

## **Volunteer Service Opportunity**

<b>Title</b>	Marketing Coordinator & Team
<b>Responsible to</b>	Executive Director
<b>Responsibilities</b>	Develop and execute strategy to promote I AM locally and nationally Monitor trends that may ultimately affect I AM, make recommendations to enhance I AM's image Design monthly newsletter Update website and create internet marketing campaigns Take pictures & video at events and activities Coordinate all print, radio, church, and television media for events, activities and promotions Assist in writing and distributing press releases, media kits and articles Design program yearbook/scrap book & calendar
<b>Minimum Qualifications</b>	Excellent creative writing skills Proficient in Microsoft Office; word processing & database applications Demonstrated ability to communicate persuasively, both orally and in writing Must be highly motivated, able to work independently
<b>Time Commitment</b>	5-7 hours/week; Flexible
<b>Benefits</b>	Annual recognition
<b>Contact:</b>	Call 404-545-9051 or email <a href="mailto:twoodard@iambeautiful.org">twoodard@iambeautiful.org</a>