

## **Marketing Coordinator (volunteer/ intern)**

Location: Arequipa, Peru Start date: June 2019 Duration: min. 6 month

You will be responsible for the authentic representation of Intiwawa for the public in various media channels. In this position you create high quality marketing materials such as photos and videos, blog articles, produce photographic and video marketing content, manage the website and social media platforms and cooperate with partner organisations. Furthermore, you will coordinate and oversee the work of other volunteers in Marketing – principally the Marketing intern. The position is unpaid, but you will receive valuable management and marketing skills and valuable insights into the workings of an NGO.

### **Responsibilities**

- External communication and representation of Intiwawa through the website, the Newsletter and social media (Facebook, Instagram, Blog, Twitter, Youtube,...)
- Production of materials (photos, flyers, videos, presentations etc.) for the local and international promotion of Intiwawa and its projects
- Coordination of the publicity for volunteer recruitment
- Monitor and analyse the statistics of the website, Facebook and other platforms
- Update the Marketing strategy according to the statistics analysis

### **Requirements**

- Fluency in English and a good level of Spanish
- Experience in Marketing Strategy and Social Media Management
- Excellent writing skills
- Photography, videography, and digital editing skills
- Excellent self-management and organization skills
- High level of independence, creativity and responsibility
- At least 6 months commitment starting in June 2019

### **Details**

- At least 6 months commitment (preferably longer)
- The position is part-time (around 20 hours a week), so you can look for another part-time job online or here in Peru to finance your life!
- Flexible, unconventional schedule
- Work-related expenses are covered
- Low-cost housing available
- A letter of reference and certificate will be provided

*Please send a letter of motivation, CV and your criminal record certificate to [volunteer@intiwawa.com](mailto:volunteer@intiwawa.com)*