



ParentJobNet

Connecting Parents with Opportunities
A Non-profit Organization-501(c)(3)

WEBSITE MARKETING ASSOCIATE Volunteer Opportunity

Requirement: 5+ hours per week

Off-site: Home

Benefits/Perks: PJN Staff Member
Company E-mail address

Other Benefits:

- The assurance that you, personally, are helping to further our mission
- Professional credits: useful for job-hunting purposes, especially if you are not currently employed
- Internship credits, as applicable
- Possible future paid employment

ParentJobNet, Inc., a non-profit 501(c)(3) organization, whose mission is to help parents and caregivers get jobs, enhance their careers, and become financially knowledgeable, is seeking a Website Marketing Associate.

The Website Marketing Associate will work closely with the Website Manager to assist with website marketing and promotion.

Responsibilities:

- Increase visibility and traffic to website
- Attract businesses to post opportunities
- Increase user-ship of website
- Increase corporate sponsorships & special promotions
- Conduct on-line surveys
- Assist in updating website, if necessary

Requirements:

- Marketing background
- Good verbal and written communication skills
- Working knowledge of MS Word, Excel, Yahoo Mail and Internet research
- Reliable home computer or laptop and Internet connection
- Ability to work independently as well as within a group structure

If interested, please send a cover letter and resume to info@parentjobnet.org for consideration. We will consider qualified candidates only. Be sure to type the name of the position in the “subject” field.