

HADASSAH'S HOPE

Summer Intern

(non-paid internship with bonus payout upon completion of internship)

Responsibilities for Administrative Intern

- Love Jesus and the mission of Hadassah's Hope
- Work alongside the team to assist in all administrative task
- Assist in sharing about Hadassah's Hope through various social media platforms
- Secure gala auction items
- Hope House organization
- Comfortable or willing to learn Microsoft Office and Canva (or other design software)
- Creative writer
- Good communication skills
- Ability to work approximately 5-10 hours a week, June - August (we can be flexible on the timeframe)