*Habitat for Humanity-Spokane (HFH-S) is a non-profit organization that is building a world where everyone has a decent place to live. We work in partnership with people seeking affordable homeownership. Everyone, every donation, and every helping hand gives families a better chance for a stronger future.*

**Internship brief: Communications Intern**

We are looking for a writer to help the Marketing & Communications Director create clear and concise copy for ads, publications, press releases, marketing emails, op-eds, and the Habitat for Humanity-Spokane website. Your words will inform and engage donors, volunteers, sponsors, and the public.

Our ideal candidate is a team-spirited and skilled writer with an eye for detail. If you can grasp project requirements quickly, take on the tone of a well-established brand, and offer valuable insight, we’d like to meet you.

**Responsibilities include:**

* Write clear, attractive copy with the ability to take on the voice of an international brand
* Interpret copywriting briefs to understand project requirements
* Collaborate with designers to meet word counts for specific projects
* Conduct high-quality research
* Edit and proofread copy as needed
* Source content and opportunities for op-eds

**Requirements and skills**

* Currently enrolled in an accredited college or university or a recent graduate
* Proven experience as a copywriter or related role
* Knowledge of online content and creation
* High sense of responsibility
* Excellent writing, editing, and proofreading skills
* Strong research skills
* Collaborative spirit
* Excellent time-management and organizational skills

Internships at Habitat for Humanity-Spokane introduce applicants to careers in the non-profit community in a variety of functions supporting Habitat’s mission. These opportunities provide experience working with meaningful, relevant projects while developing important professional skills.

**NOTE: Qualified applicants must be currently enrolled in a college degree program to be considered eligible for an internship position.**

**Start Date:** Position open until filled, requires a 6-9 month commitment.

**Hours:** 10-15 hours/week - flexible based on your school schedule (part-time remote options available)

**Compensation:** This is currently an unpaid/volunteer internship

**To Apply:** Please send your resume, up to three writing samples so we can get an idea of your best work, and a cover letter explaining your experience and why you want the opportunity to work at Habitat for Humanity-Spokane, to: [recruiting@habitat-spokane.org](mailto:recruiting@habitat-spokane.org)

*Habitat for Humanity-Spokane is an Equal Opportunity Employer and does not discriminate on the basis of sex, race, age, national origin, ethnicity, background, disability, or any other characteristic protected by law.*