

Assistant Community Specialist (2-18Hrs-IWI's)

Location: Atlanta, and Rural Georgia.

The Assistant Community Specialists assist the Assoc. Dir. Outreach & Community Development with organizing events and cultivating relationships with other organizations. The focus of this position is to cultivate long-term relationships with school administrators, school districts, corporations, doctors, public health case managers, public health leaders at county and city levels, other obesity agencies and leaders of other youth serving nonprofits.

S/he works to contact and establish connections, partnerships, associations and interactions externally with government agencies, coalitions for child obesity, nonprofit organizations and private companies. It his/her goal to establish contact and build relationships necessary to the growth and success of the foundations strategic plan for community engagement activities, promotional health campaigns, intervention programs, research and development projects.

The job duties include many elements of researching: child obesity data, community health data, Georgia stats. Also marketing, but with more of an emphasis on building personal connections over the long term to support the departments main community outreach campaigns 10K Steps to 10 Counties to End Child Obesity: Donor Campaigns, Community Blogs and Social Media Outreach, 20+ Cities Meetup, Every Kid Healthy Week, and corporate/community Fit Fairs.

Assistant Community Specialists efforts are focused to enhance the foundations community connection to strengthen and build corporate sponsorships and foundation partners to support promotional health campaigns and outreach events for targeted communities.

Event(s) Duties/Responsibilities:

- Assist in the event idea or creation of a special health promotion for child obesity outreach, advocacy, interventions and or awareness
- Assist in the organization of promotional events and campaigns
- Write and edit news releases
- Mobilize cross-department collaborations as needed
- Convince participation of local journalists and other media sources to cover the event and any other task needed to inform and involve the community and make the event a success
- Manage friendly contacts with businesses and government officials on behalf of the foundation
- Secure businesses and or individuals willing to sponsor Fit Life health events exclusively or as part of their own community outreach programming

Minimum Qualifications:

- Junior or Senior classmen in college or masters degree program at time of internship
- Field of study or background in public relations, marketing, public health outreach and or any experience in advocacy
- Bi-lingual abilities in Spanish a plus
- Genuine interest and commitment to childhood health improvement
- Ability to implement Public relations task, PR or communications skills/experience
- Experience with and extensive knowledge of managing issue/advocacy or public health campaigns; community engagement building, organizing, and mobilization skills are a plus. (Will be required to share examples, and outcomes)
- Ability to interact effectively with the people and organizations the enterprise needs to work with, so good interpersonal skills are a must for this job
- Strong writing, editing and computer skills in Microsoft Office
- Strong verbal communication skills

NOTE: This is a remote position that requires weekly in person group meeting(s), travel as needed by project throughout the designated territory, and project input via google hangouts, webinars, Skype, Dropbox, iCloud and cloud. The ideal person for this position has strong independent workmanship, computer and organization skills, scheduling experience, is self-motivated, organized, is comfortable with public speaking and has skills in Word, Excel, and Outlook. This person must be able to travel to constituents, stakeholders, schools and community youth organizations in their assigned territory; and, as required, attend video conferencing training and individual/team meeting sessions.

To apply: email your cover letter and resume to nl.fitlife@gmail.com

The Fit Life Foundation for Child Obesity is proud to provide equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, or status as a covered veteran in accordance with applicable federal, state and local laws. The foundation aims to deliver culturally appropriate messages and services to all youth, families and communities.