

## ACTIVE Life Job Description

<b>Job Title:</b> Event Department Intern	<b>Exempt:</b> Y
<b>Department:</b> Events	<b>Position Type:</b> Internship
<b>Reports To:</b> Events Manager	<b>Revision Date:</b> 10/20/09

### Organization Overview

The ACTIVE Life Movement(ALM) is a 501(c)(3) non-profit organization focused on leading a first-of-its kind, national social movement for health. Our goal is to establish an ACTIVE American culture – a culture where healthy lifestyles are supported, embraced and easily accessible by all. We're accomplishing this by providing people and places with a free, easy-to-use platform for creating change in their lives and in the world around them.

### Position Overview

Interns in the Event Department have opportunities to assist in the planning and execution of the ACTIVE Life Movement Festival, development and promotion of the ACTIVE Life Movement Day, and management of Local Health Fair events. Internship opportunities are also available in Program Management and Business Development.

### Essential Job Functions

#### May Include, But Not Limited To:

- Development and Management of Volunteer program
- Development of event collateral including on-line promotion
- Promotion of AL Events
- Development of web presence, promotional materials, video spotlights
- Marketing and promotion of ACTIVE Life events
- Development of business partnerships

### Requirements

- At least one semester of college
- Passion for helping youth and families lead healthier lives
- Ability to meet project goals in a timely manner
- Willingness and ability to work with diverse populations
- Strong communication skills
- Ability to work within a team setting
- Good written and verbal communication skills

Contact Coco Valdez at [coco@activelifemovement.org](mailto:coco@activelifemovement.org) to apply or for more information.