**Ronald McDonald House of Dallas**

**Job Description**

**TITLE:** Marketing/Videographer Intern

**REPORTS TO**: Marketing and Communications Manager

**CLASSIFICATION:** Non-Exempt

**WORK HOURS**: Flexible based on course requirements. Minimum commitment of 8 hours per week for six weeks. Weekday hours preferred.

**SUMMARY**: Marketing/Videography Intern will assist with all aspects of Marketing for the Ronald McDonald House of Dallas. Intern may work with Guest Services team to tell family stories, design various printed items, assist with social media and carry out any other tasks to promote The Ronald McDonald House of Dallas.

**ESSENTIAL RESPONSIBILITIES AND DUTIES:**

* **Marketing**
  + *Create compelling video reels for our social media*
  + *Assist in interviewing & writing stories about families for E-blasts*
  + *Help gather photos & content around the house*
* **Development**
  + *Attend development events*
  + *Implement new video reel strategies to assist in yearly fundraising*

* **Other duties as directed by supervisor, administrator in-charge, or CDO.**

**PHYSICAL DEMANDS:**

* The physical demands described here are representative of those that must be met by an intern to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
* While performing the duties of this job the intern is regularly required to walk, sit and stand; use hands to finger manipulation, handle, feel, reach with arms and hands and talk and hear.
* The intern may be required to lift up to 25 pounds.
* The vision requirements include close, distance, peripheral and depth perception.