

## Graphic Designer and Communications Paid Internship



The American Holistic Nurses Association is a nationwide non-profit membership organization that supports and encourages nurses to thrive in their profession and make an impact on the healthcare industry. As an assistant to our Communications and Marketing Director, you will have the opportunity to gain first hand experience in web design at our national headquarters based out of Flagstaff, AZ. The department of marketing and communications is responsible for connecting the holistic community and directing the internal and external flow of communication throughout the organization. We invite you to join us and gain valuable experience while helping to transform the face of healthcare!

### Requirements:

- Thrive in a multi-task environment
- Show aptitude for graphic design (Adobe Creative Suite)
- Have experience with updating web sites
- Display excellent writing and verbal communication skills
- Have experience with or demonstrate ability to learn industry-standard software applications
- Work well within a collaborative setting
- Reside in, or be willing to relocate to Flagstaff, Ariz.

The AHNA wants your internship to be both a positive experience and a valuable asset to your future. The following list of potential projects will help you build and expand your skills in communications and marketing:

- Manage and recruit advertisements for our quarterly magazine, monthly e-newsletter and website
- Design ads for our holistic journal, magazine, website and marketing materials
- Obtain and manage printing bids and schedule production space
- Manage pre-press production of quarterly magazine and other marketing materials
- Write copy for marketing materials and other communications
- Clean up server files and perform general office duties
- Post updates on website and maintain online calendar and job board
- Develop and implement internet marketing plan to expand the AHNA's presence on the internet
- General assistance to the Manager of Resource Development & Public Relations

### TERMS

15 hours/week

Hours are flexible. You can work at your own pace.

This position is extremely flexible and thus requires the ability to self manage and prioritize.

Pay: \$8-10/hr, DOE

Deadline: 2/15/08

Send resume and sample design work to: Rebecca Lara, Director of Communications and Marketing

American Holistic Nurses Association

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*The American Holistic Nursing Association nurtures and inspires its members and advances the philosophy and practices of holistic nursing.*