

“Individually, we are one drop.
Together, we are an ocean.” - Ryunosuke Satoro



United Planet Volunteer Online Marketing Coordinator

United Planet is looking for an Online Marketing Coordinator available for **at least six months** to join our international team in Boston. A full-time volunteer is strongly preferred; part-time will be considered for outstanding candidates. You will have to promote cutting-edge humanitarian and educational programs among global media and to develop innovative strategy to manage and improve global awareness for United Planet.

Job Responsibilities:

- Act as an online marketing coordinator of United Planet’s marketing team.
- Assist in updating website information regarding related projects
- Develop and implement strategies for internet marketing including links, SEO and content generation.
- Assist in development, management of various online advertising campaigns
- Track and analyze the effectiveness of United Planet’s marketing efforts through Google Analytics, AdWords and internal data sources
- Prepare metrics reports on United Planet’s marketing campaigns
- Develop and implement innovative marketing strategies to bring in more volunteers to support communities in need worldwide
- Assist in writing marketing copy
- Create new strategies for finding humanitarian and peace-building program sponsors for essential projects worldwide
- Network and build relationships with an incredibly diverse group of potential partners, volunteers, and program sponsors
- Prepare essential literature for meetings and events
- Other duties, as assigned

11 Arlington Street, Boston, MA 02116
Local: 617.267.7763 | Toll-free: 800.292.2316 | Fax: 617.267.7764
Email: team@unitedplanet.org | Web: www.unitedplanet.org

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Qualifications:

- Creative, resourceful, confident, goal-oriented, and entrepreneurial
- Strong written & verbal English skills needed
- Marketing and Business majors preferred
- Community service experience preferred

Benefits:

- Gain experience working on an international team.
- Work in a friendly and dedicated environment with regular and fun team activities.
- Learn what it is like to work for a fast-growing organization with contagious energy!
- Gain valuable and transferable skills.
- Office located in beautiful part of Boston, across from renowned Public Garden, in a historic building.
- Work closely and be mentored by experienced Managers.
- Help build a global non-governmental organization which will make an increasingly more positive impact in the world for many years to come.
- After completion of your time on staff at UP, you will receive the opportunity to participate in United Planet's International Volunteer (Quest) Programs at cost for life!

Please send us a resume and a cover letter to team@unitedplanet.org

As featured on CNN, United Planet (UP), an international non-profit organization, strives to create a world in which all people understand, respect, and support one another. United Planet's global network of leaders and volunteers fosters cross-cultural understanding and addresses shared challenges to unite the world in a community beyond borders. The underlying principle of our programs is the concept of Relational Diplomacy -- recognizing that the relationship between people of diverse backgrounds is the basic building block for uniting the world.

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