Mission
To invest in the dreams of families in the world’s underserved communities as we proclaim and live the Gospel.

Method
We share the hope of Christ as we provide biblically based training, saving services, and loans that restore dignity and break the cycle of poverty.

Motivation
The love of Jesus Christ motivates us to identify with those living in poverty and be His hands and feet as we strive to glorify God.

Executive Writing Intern

JOB DESCRIPTION
The executive writing intern will have the opportunity to collaborate with HOPE president and CEO (Peter Greer) and other members of the President’s Office on upcoming writing projects and provide ongoing writing support.

LOCATION: Lancaster, PA
LEVEL: Intern
DEPARTMENT: Executive Office
REPORTS TO: Executive Writing Specialist
CATEGORY: Full Time (32 Hours)
FULL JOB SUMMARY

The executive writing internship is a writing-intensive role that provides the opportunity to collaborate with HOPE president and CEO (Peter Greer) and other members of the President’s Office on upcoming writing projects and provide ongoing writing support.

Building on the momentum of Peter’s speaking and writing platform—including his blog, social media, and published works—the executive writing intern will research, draft, edit, and support the development of additional writing projects.


RESPONSIBILITIES

Promote and fulfill the mission and vision of HOPE International.

Writing & Editing

- Assist in brainstorming, researching, organizing, developing, drafting, and editing content for writing projects
- Assist in developing content for talks, blog posts, articles, newsletters, and social media platforms

Collaboration

- Work with the President’s Office team to expand Peter’s platform
- Attend and contribute to President’s Office meetings

QUALIFICATIONS

- Personal confession of faith in Jesus Christ and commitment to the mission and vision of HOPE International
- Excellent oral, written, and public communication skills
- Ability to conduct high-level research and think strategically
- Strong organizational skills, including effective time management and prioritization of competing demands/multiple deadlines
- Independent and self-motivated, as well as able to work collaboratively in a team setting
Ability to handle fast paced and dynamic work environment

Proficiency in Microsoft Office programs (Word, Excel, PowerPoint)

HOW TO APPLY

Apply online at hopeinternational.org/take-action/interns-fellows. Due to the anticipated volume of candidates, we are unfortunately unable to respond to phone calls or individual inquiries.