

## MARKETING VOLUNTEER OPPORTUNITIES

Interested? Questions? [move@bethlehemfood.coop](mailto:move@bethlehemfood.coop)



### Newsletter Creator (Formatter)

Working in collaboration with other members of the marketing team, this volunteer will format provided content into the co-op's Mailchimp platform.

We utilize Google documents to provide the content for our bi-weekly newsletter (sent every other Wednesday at 7 p.m., with occasional 'off week' messages). We would make every effort to get all copy to you by 5 p.m. on the Tuesday before publication.

Looking ahead – and if there is interest – this volunteer may create original content for the newsletter. The co-op has a style guideline for formatting publications that we adhere to.

*Skills needed:* Experience with the Mailchimp platform is extremely helpful although we are willing to train the right person; excellent oral and written communication skills.

*Time commitment:* Flexible and can vary; we estimate 2-3 hours every other week. All work is done remotely.