



**Position Title:** Communications Volunteer

**Reports to:** Ashley Brannon

**Time Commitment:** 2-4 hours per project on average

**Summary:**

There are many people we want to know about the mission of The Be Kind People Project... schools, donors, grantors, volunteers, students, and community members to name a few. Volunteers have the opportunity to help expand our message through specific projects tailored to each audience.

**Responsibilities:**

- Help write emails or articles targeted at specific audiences
- Help design newsletters for grantors or donors
- Help edit and proofread articles and emails
- Similar projects

**Requirements and Skills:**

- Proficient writing or editing skills
- Creativity
- Ability to meet deadlines
- Connection to schools
- Bonus: Experience in marketing