



Job Description: Intern
Type: Part-time, School credit
Experience: Entry Level
Function: Marketing
Industry: Fitness, wellness and health consulting

Recess is a whole new animal. We have a fresh, innovative, personalized approach to wellness where working out doesn't have to feel like a work out and healthy food doesn't always mean "health food." And where fun is incorporated into everything we do, because if there's a choice why the heck not? Life's too short for diets, gyms and one-size-fits-all programs. It's time for a more exciting and realistic point of view. It's time for Recess!

We bring all of our services directly to our customers: at the worksite and at home. We offer good old fashioned fitness and nutrition education – no supplements, products or useless gimmicks. We eliminate the hassle of having to join a gym or buy fancy equipment. We make staying healthy comfortable, easy and fun for our clients.

We are a start-up company seeking to continue rapid expansion and growth throughout the Portland metro region, Seattle and Bay Area. We are seeking a positive, sincere, organized and highly motivated part time intern to make Recess the next stop on your academic and professional journey.

Job Description:

Marketing intern working on increasing web traffic, visibility and networking opportunities.

Responsibilities:

- Manage and update Recess internal blog.
- Research and find online articles, websites, blogs and opportunities to make comments on and connect them with our own webpage.
- Research networking and event opportunities for Recess to attend.
- Manage weekly event calendar and make sure someone from Recess is attending each event, help create a street team to make sure events are been attended
- Compile monthly newsletters and prepare for delivery in email manager
- General office administrative work; filing, typing, spreadsheets, etc

Skills Needed:

- Willingness to help with a variety of programs and tasks.
- Well organized and self-motivated.
- Willingness to collaborate.
- Comfortable in diverse settings and diverse communities.
- Prefer college juniors, seniors, or graduates.

- Gadget happy – you can learn just about any new software solution, CRM, or technological tool put in front of you.
- Love social networking and how to maximize internet use
- You are a team player and believe that receiving feedback on your performance makes you a better student, person and a more valuable member of a team.
- Knowledge and proficiency in MS Office applications and especially Microsoft Excel and Word a must.

This internship will begin the end of October and run for 3 months till the end of December. We are asking for a 5-10 hour a week commitment.

Please send all resumes and cover letters to Ciea Palmer @ ciea@recesswellness.com