Allies In Caring

Contact Person: Ivette Guillermo-McGahee
425 North 3rd Street
Hammonton, NJ 08037
Phone: 609-561-8900
iguillermo@alliesincaring.org

Job Title: PR Specialist / Project Coordinator
Network with a wide variety of governmental & community agencies to increase awareness of the needs of Latino families, assist with managing public relations and creating social media content, recruit Latino youth to participate in our programs, investigate & secure donations, including in-kind donations and crowd funding. Experience with PR activities including social media and fundraising efforts, valid NJ driver’s license and the ability transport yourself in all weather conditions, flexible schedule, attend meetings, networking skills, ability to work independently, proficient in MS Office products, basic graphic design skills, evening & weekend availability required.

The Arc of Atlantic County

Contact Person: Kathi Lentz
6550 Delilah Road/Suite 101
Egg Harbor Township, NJ 08234
Phone: 609-485-0800 Ext. 164
klentz@arcatlantic.org

Job Title: Work Study Associate (2 positions)
Engage in activities with children in program under supervision of staff. Assist with crafts, games, exercise and cooking projects. Students with Special Education Career track or related field – Occupational and Physical Therapy and/or students who plan to teach and work in inclusive school settings are preferred.

Asbury United Methodist Community Center

Contact Person: Reverend William Williams
1211 Pacific Avenue
Atlantic City, NJ 08401
609-348-1941
pastorwilliamwilliams@gmail.com

Job Title: After School Aide (2 available)
Teaching & developing science, technology, engineering, & math curriculum (3-5 grade children in an After-School Session).

Job Title: After School Coordinator
Teaching & developing science, technology, engineering, & math curriculum (3-5 grade children in an After-School Session). Supervise Aides.
Job Title: Office Assistant
Perform routine administrative duties, research religious information, update computer systems & help pastor think outside the box, schedule appointments. Must be highly motivated, organized, creative, proficient in typing, and patient.

Atlantic Prevention Resources

Contact Person: Kathy McFadden
626 North Shore Road
Absecon, NJ 08201
Phone: 609-272-0101 Ext. 11
kmcfadden@atlprev.org

Job Title: Prevention Specialist Assistant (2 positions)
Assist with preparation and delivery of prevention programs. Help organize special projects and events. Assist in information dissemination at health fairs. Compile data and community information for grants. Desired individual would be responsible, dependable, possess computer and social media knowledge and have good organizational and communication skills.

Big Brothers & Big Sisters of Atlantic & Cape May Counties

Contact Person: Sarah Roorda
405 Tilton Road/Suite 214
Northfield, NJ 08225
Phone: 609-573-5029 Ext. 15
sroorda@bbbsatlanticcape.org

Job Title: Communications Coordinator/Office Assistant
Update website with new content. Design and disseminate e-mail blasts. Design and send out press releases and other marketing projects. Students working towards communications and/or public relations major or minor are preferred. Filing, answering phones, data entry and other duties.

Campaign for Working Families, Inc.

Contact Person: Mary Arthur
1415 North Broad Street, Suite 221-A
Philadelphia, PA 19122
Phone: 215-454-6319
marthur@cwfphilly.org

Job Title: Student Internship (2 positions)
Assist with a variety of projects that will directly impact our volunteer recruitment efforts, marketing strategies, and tax site operations. Assist with day-to-day tasks as needed in the tax site/school to ensure a smooth start and conclusion to our 2017 tax season. Must be prepared to work both collaboratively and independently while assisting CWFI Tax Site staff in various capacities. All candidates must participate in tax law & software trainings and become IRS certified to the advance level in tax preparation. New Jersey location.
**Main Street Hammonton**

*Contact Person: Cassie Iacovelli*
10 South Egg Harbor Road  
Hammonton, NJ 08037  
Phone: (609) 567-9014  
mainstreethammonton@ymail.com

**Job Title: MSH Assistant** (1-2 positions)
Share responsibilities for the event planning, marketing and implementation of downtown events. Assist with the administrative duties and customer service of the MSH program. Assist with data input and update the Downtown Hammonton Business & Retail/Residential Inventory.

**Parkinson Life Center of Southern New Jersey**

*Contact Person: Sherri Carman*
314 Central Avenue  
Linwood, NJ 08221  
Phone: 609-365-8499, ext. 1  
sherric@bodyinbalance.co

**Job Title: Social Media Specialist**
Improve presence of Parkinson Life Center on social media & the community, web page improvement/editing. Must have a good work ethic, timeliness, organized, & excellent computer skills. Non-profit knowledge, empathy, and knowledge of marketing/fundraising is a plus.

**Job Title: Grant Writer**
Help secure grant monies to allow the PLC of SJ to expand their services to those people diagnosed with Parkinson's disease including exercising classes, movement classes, education services to help them navigate this progressive disease. Must have a good work ethic, timeliness, organized, & marketing skills. Experience with grant writing and working with a non-profit organization is a plus.

**South Jersey AIDS Alliance**

*Contact Person: Georgett Watson*
19 Gordon’s Alley  
Atlantic City, NJ 08401  
Phone: 609-347-1085  
gwatson@sjaids.org

**Job Title: Website Designer**
Work with IT specialist to re-design current website, update website & social media outlets. Must be computer literate, knowledge of current trends in technology, ability to communicate professionally, creative, excellent attention to detail and enthusiastic.