Planet Civic

Title: Citizen Initiatives Coordinator

Location (address, city, state): Montclair, NJ

Job Type: Co-op/Internship

Compensation Type: Unpaid Wage (optional):

Start Date: 5/30/2017

Job Description: PLANETCIVIC is a startup company focused on transforming the way citizens interact with each other and with local governments to bring about positive change in their communities.

Primary Responsibilities:

- Work with local leaders and activists to help them formulate compelling and transformative proposals to better the community
- Propose and lead execution paths for citizen initiatives that receive the backing of the community in PLANETCIVIC. Help leaders plan next steps to execute the goals of their campaigns
- Interact with local community members via PLANETCIVIC, social media and live events in order to engage the community in PLANETCIVIC initiatives

Qualifications:

- Excellent oral and written communication skills
- Excellent interpersonal skills
- Pursuing BS in communications, English, journalism, advertising, marketing or psychology
- Inner drive and curiosity
- Self-starter
- Team player
- Organized
- Outgoing
- Detail oriented
- Civic minded

Application Instructions: Please send resume to javier.guardo@planetcivic.com
Disclaimer Information