LAVIN CENTER LAUNCHING
INTERN POSITIONS FOR THE
Diana Ortega LLabres Burn Foundation

<table>
<thead>
<tr>
<th>POSITIONS DESIRED</th>
<th>START DATE</th>
<th>END DATE</th>
<th>WORK SCHEDULE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance/ Accounting Intern</td>
<td>June 2015</td>
<td>August 2015</td>
<td>M - F (Flexible shifts)</td>
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<tr>
<td>Sales/ Social Media/ Marketing Intern</td>
<td></td>
<td></td>
<td><strong>Mandatory Meetings held every two weeks (Subject to change)</strong></td>
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<tr>
<td>Medical/ Scientific Research Intern</td>
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<tr>
<td>Software/ Web Development Intern</td>
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<tr>
<th>ORGANIZATION</th>
<th>DEPARTMENT</th>
<th>HOURS PER WEEK</th>
<th># OF OPENINGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diana Ortega Llabres Burn Foundation</td>
<td>Business: Social Entrepreneurship</td>
<td>10-20 hrs</td>
<td>4</td>
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</tbody>
</table>

❖ COMPANY PROFILE:
➢ DOL Burn Foundation is student start up social enterprise that specializes in burn prevention, treatment, and awareness. Our services offer innovative ways of decreasing the number of burn injuries, assisting in both physical and mental recovery, creating a platform for bettering people’s lives, and expanding our impact internationally. Our social focus will help hundreds of thousands of people protect themselves from burns and be a resource for people to use their scars as a tool for success.

“We hope you never get burned, but if you do, we are here to help.”

❖ Sales/ Social Media/ Marketing Intern Position Description
➢ Majors
   ▪ Marketing, Sales, Advertising, Computer Science, Mathematics, Language

➢ Learning Outcomes
   ▪ Will assist in creation of signage, mock ups, email campaigns, on line promotion
   ▪ Learn how to assist in fulfillment of events, perform analysis of marketing data
   ▪ Learn to prepare presentations and help develop public relations
   ▪ Understand basic business principles associated with social entrepreneurship

➢ Requirements
   ▪ Extensive knowledge of web and social media
   ▪ Attention to detail, ability to multi task, and strong communication skills
   ▪ Experience with PowerPoint, Word, and Excel
   ▪ Past experience in sales or ability to speak other languages are a big bonus
   ▪ Minimum 3.0 GPA preferred

➢ Application
   ▪ Please send resume and cover letter to: dolburnfoundation@gmail.com