

VOLUNTEER OPPORTUNITY

MERIT Volunteer Journalist

Mission: MERIT's mission is to help people explore, launch, and grow small businesses through training and support. The objective of the MERIT Volunteer Journalist is to produce Success Stories on MERIT clients in business.

Benefits: The MERIT Volunteer will have the opportunity to use their talent by getting to know their community. They will be able to meet new people in a variety of businesses, and refine and utilize their interviewing and photography skills.

Job Responsibilities: The MERIT Volunteer Journalist will receive the contact and background information on a MERIT client. The volunteer is responsible for contacting the client to schedule an interview and photo shoot. After the interview and photo shoot, the volunteer will write-up a Success Story and a brief paragraph to highlight the client in MERIT's newsletter.

Location of Volunteer Position: Volunteer base is at Chemeketa Center for Business & Industry, 626 High St NE, Salem, but the position may include covering Marion, Polk, and Yamhill counties

Time Commitment: The time commitment needed of the MERIT Volunteer Journalist will vary from once a month to a couple times a month depending on the volunteer and the amount of Success Stories to be produced.

Will Report to? The MERIT Volunteer Journalist will report to the director of MERIT through both verbal and email correspondence

before and after the interview.

Qualifications/Skills Required: Good writer. Enjoys photography and talking to new people. Responsible and on-time. Self-motivator. A camera is not required.

Training and Support Provided: MERIT will educate the volunteer about the organization. MERIT will also provide the contact and background information on the client, a framework of interview questions and information needed, and will provide a camera if the volunteer would like one. If problems arise with clients, MERIT will handle the situation.

If you are interested, please contact Kristen Mozian at kmozian@chemeketa.edu or 503-399-5088.