Bon Appetit at Google is currently hiring for a Marketing Intern.

Please see the job description below and apply directly to Ms. Haley Bridges at hbridges@google.com.

Haley Bridges
Education Program Business Partner, Bon Appetit at Google
Mountain View, CA USA
1-650-448-4689
http://www.foodplusbycompass.com

Job Description

Title: Junior copywriter (internship)

Status:
Full time Food Careers Intern

Partner Employer:
Bon Appétit Management Company

Client Contact:

Effective Date:
Q1 2020

Partner Manager:
Haley Bridges

Work Location:
Sunnyvale, California

Background to role
The Food at Google program’s vision is to contribute to feeding the world responsibly and sustainably through Food@Work program leadership and by building on Alphabet’s ecosystem. The Food program’s mission is to inspire and enable the Google community to thrive through food choices and experiences. Based on the program’s vision and mission, the Food team has developed a clearly defined strategy that strongly emphasizes collaboration, innovation, the Responsible Business framework, and behavioral sciences. The Marketing, Communications and Engagement team exists to support the global Food program and communicate its values both to Googlers, and to the vendor partners.

Role summary
The junior copywriter plays an important role in supporting the Food at Google and Food+ brands. The role centers on helping inform and engage operational partners by developing effective, well written internal communications. The junior copywriter will provide copywriting support on client and partner facing communications, including but not limited to presentations, email announcements and instructional guidelines.
Duties for the role include:
* Write, review and edit presentation decks
* Write client- and partner-facing email communications
* Write copy for internal websites and manage updates
* Write copy for instructional guidelines for team members

Key Skills Required:
* Bachelor’s degree in journalism, marketing, communications, business or related.
* Two years of experience in a related marketing, internal communications or PR job or internship.
* Excellent verbal, written communication, editing, proofreading, and grammar skills.
* Excellent organization and follow-through.
* Excellent hospitality and customer service skills.
* Thoughtful and objective, with exceptional attention to detail.

Preferred Qualifications:
* Proficient in Google apps (Gmail, Docs, Drive, etc.), presentation development, and word processing.
* Familiarity with AP Stylebook guidelines.
* Ability to thrive in a fast-paced, ambiguous, and dynamic environment.
* Out-of-the-box fresh thinker with the ability to execute and plan within brand guidelines.
* Passion for food! (Retail, restaurant or food service experience a plus.)

Compass Internal Values
* Think fast, use technology - Finds new/quicker ways of meeting goals, shows conviction in own judgement and decisions and responds quickly under pressure
* Openly share and co-create – Delegates tasks to develop others
* Passion for Quality – Takes personal responsibility for correcting customer service problems, consistently sets demanding performance expectations and sets priorities to maximize benefits
* Win through Teamwork – Pursues friendly relationships with colleagues, shares own knowledge and insight and displays a high level of energy and commitment to the organization
* Embrace Diversity – Listens to others and values their contributions, receptive to new and builds on ideas and acts in ethical and socially responsible manner.
* Takes Responsibility and making the big calls – Uses the right influencing techniques to gain the necessary commitment and support from others, both internally and externally
* Making money in the right way - Taking the responsible approach to business