

# MEADOWLANDS TRANSPORTATION BROKERAGE CORPORATION

## Position Description

**Position Title:** Marketing Intern  
**Department:** Customer Service  
**Reports to:** Regional Manager

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### **Summary of Work Environment and Work Performed:**

We are a non-profit, public-private partnership with a mission to “to implement transportation programs and services that enhance quality of life, regional mobility, and economic opportunity for both employers and employees, while reducing traffic congestion and improving air quality.”

Together with North Jersey Transportation Planning Authority (NJTPA) and Alan M. Voorhees Transportation Center (VTC) at Rutgers, we are involved in facilitating Community Planning Sessions to update NJTPA's Regional Coordinated Human Services Transportation Plan (CHSTP). Our goal is to conduct outreach to our target population comprising of seniors, veterans, low-income individuals and people with reduced mobility with the goal of collecting feedback about their transportation experiences and current or future needs. The collective results from the information gathering sessions and surveys will be used in the CHSTP update.

We have total of three (3) openings, one each at our offices located in Wood-Ridge, Newark and Eatontown.

### Role of the Position

1. Assist with distribution of outreach materials for the community planning sessions.
2. Assist in planning, scheduling and conducting outreach events for the target population.
3. Tabulate survey results.

Duration: About 3 months.

### Knowledge and Skills Required or Desirable:

1. Excellent organization skills
2. Excellent communication skills
3. Reliable and good work ethic
4. Expertise in Microsoft Word and Excel

### Compensation:

Wage: \$12/hour

### How to Submit your Application:

- E-mail your resume and cover letter to [hr@ezride.org](mailto:hr@ezride.org)
- Or, fax to 201-939-2630

For any questions, please call Carla Savage, HR Coordinator, at 201-939-4242 Ext. 138