



Job Descriptions 2025-2026 For Love or Money

Overview

All positions are eligible for service hours / time donation (“Love”) or compensation (“Money”), but not both.

Writer (Intern)

Job Title:	Writer
Openings:	1
Role Summary:	<p>An individual who can write blog posts/ newsletters. Blog topics, newsletter items, and accompanying graphics will be supplied. Content will be entered into pre-designed templates.</p> <p>This position will expose the writer to the real-world needs of a business which requires updates and collateral creation on a deadline driven schedule. Timelines will be determined in collaboration with the writer. The successful candidate will have the opportunity to work on interdisciplinary teams, make updates to an enterprise grade website, and learn to use software for collaboration.</p>
Location:	Remote
Hours:	<ul style="list-style-type: none">• 3 - 5 hours / week

Compensation:	<ul style="list-style-type: none"> • “Love” – service hours credit or time donation -- OR -- • “Money” - \$17/ hour
Duties & Responsibilities:	<ul style="list-style-type: none"> • Write blog posts including provided graphics • Write newsletter using provided items and graphics • Collaborate with team members using project management software (we will train) • Generate work product according to mutually agreed upon timelines
Qualifications & Skills:	<ul style="list-style-type: none"> • Age 16+ • Active listening skills.
How to Apply:	<p>Send an email to info.please@dumplingdiplomacy.com with the subject “Writing Position”.</p> <p>Include:</p> <ul style="list-style-type: none"> • Introduction and resume/ job experience • 2 writing samples of any length on any topic • Desired compensation

About Us

[Dumpling Diplomacy](#) brings the community together across all divisions. Using business as a force for good, we create programs such as:

- *Dumpling Day of Service at Toni’s Kitchen* - a monthly program at Toni’s Kitchen. We pair experienced dumpling makers with novices to craft hundreds of dumplings for TK’s food outreach every month. Each food packet is decorated with a hand drawn picture of a dumpling crafted by local children and artists.
- *EI DIA (Diplomacy in Action)* - a series of workshops bringing together the larger Spanish speaking community from across New Jersey, regardless of heritage, to use their language skills to welcome some of our newest arrivals in Montclair.
- *The Pay It Forward Popup Cafe* - invites the wider community to partake in a restaurant-style meal with those in need. During this monthly, volunteer-run popup, everyone orders off the same menu. All meals are free of charge. We ask that this act of kindness be paid forward: with a smile, by being kind to yourself, by volunteering, by donating...

- *Essex Asian Table* - you don't have to be Asian. Events such as "Curry & Beer," "A Lunar New Year Welcome: Hong Kong Cafe Style," and "Dosa Party." These are relaxed, inclusive gatherings encompassing a mix of professionals, artists, haves, have nots, journalists, students, ages 4 - 85+. Tiered, work equity, and donated tickets ensure access to all.