



Summer Intern Program: Communications & Development

Call for Applications

Founded in 1989, Park Pride is an Atlanta-based nonprofit that engages communities to activate the power of parks. We work with over 150 local *Friends of the Park* groups, providing leadership, services, and funding to help communities realize their dreams for neighborhood parks that support healthy people, strong neighborhoods, vibrant business districts, a robust economy and a thriving environment.

description:

The Communications and Development Intern will work closely with Park Pride's Marketing & Communications and Development teams. The right individual for this position is motivated, has highly developed interpersonal communication and writing skills, and can manage multiple projects at the same time. This position will allow the intern to use and develop a wide range of skills that will prepare them for future employment in a Communications and/or Development office.

responsibilities include, but are not limited to:

- Researching and developing human-interest stories for use in both fundraising and media relations
- Conducting constituent and donor interviews
- Contributing creatively and collaboratively to donor-focused campaigns
- Supporting development administrative tasks
- Developing content for website, blog and social media
- Representing Park Pride to volunteers, community groups and donors at various events

requirements and qualifications:

- Experience with Microsoft Office (bonus for WordPress, Adobe Creative Suite, and Google AdWords)
- Strong written, verbal and organizational skills
- Self-motivated and detail-oriented with ability to manage multiple projects and meet deadlines
- Ability to work independently and as part of a team
- Experience in photo and video editing a plus
- Strong data management skills preferred
- Personal integrity and work ethic aligns with Park Pride's values (*see back*)
- Confident in asking questions and driven to make the most of this internship experience
- Interest in Park Pride's mission

start date: Start Date is flexible for summer 2019. A ten-week commitment between May 6 and August 30 is preferred.

hours per week: If your internship must fulfill a minimum number of hours or weeks, we at Park Pride want to help you ensure that you meet those requirements. Ideally, we would like interns to be in the office Monday – Friday, 9:00 A.M. – 5:00 P.M. Some evening and weekend hours may be required. Exact schedules will be determined on an individual basis.

stipend: This internship includes a \$100 / week stipend.

College credit may be available depending on the requirements of your college or university.

applying: To apply for this position, send a resume and cover letter to hr@parkpride.org by 5:00 P.M. on Friday, March 1, 2019. Use the subject line “Communications & Development Intern Application.” Please do not call. We will confirm your application was received through email. Park Pride is an Equal Opportunity Employer.

park pride values

Community-Based Approach: Place-based experience and the wisdom of people who live, work and play here are at the center of our efforts. It grounds the work we do.

Systemic Approach: Parks should function as part of a system that supports healthy people, strong neighborhoods, vibrant business districts, a robust economy and a healthy environment.

Connectivity: Parks, greenspaces and trails create opportunities to bridge gaps and barriers within and between individuals, neighborhoods and business districts.

Inclusivity: People of all ages and backgrounds have important voices that should be heard. Parks are for everyone.

Collaboration: Government, nonprofit, business, philanthropic and community partners are central to our success and help us achieve a greater impact.

Passion: Passion for the transformative power of parks, greenspaces and trails is a daily motivator that pushes to give us 110%.

Respect: Each individual has intrinsic value that deserves recognition and respect. We demonstrate respect through active listening, passion with politeness and openness to diverse perspectives.

Stewardship: We value the resources entrusted to us. We strive for efficient ways to make the most of each dollar.