



Internship Description - 12 Week Paid Business Internship Opportunity

Overview:

Our growing organization is excited to offer a unique 12-week paid internship program designed for individuals passionate about making a significant impact in the military charity sector. With a stipend of \$1,200, this program is perfect for those eager to dive into the complexities of working within a small, dynamic team environment. Interns will engage directly with cross-functional teams, vendors, volunteers, donors, and supporters, gaining unparalleled experience across various aspects of our operations.

Key Responsibilities:

- Work closely with our small, agile team to develop, implement, monitor and improve business and marketing tactics that enhance our visibility and impact.
- Play a pivotal role in content creation for our social media platforms, newsletters, and blog articles, crafting compelling narratives that resonate with our audience.
- Engage in direct communication with our community, answering phones and emails, and in-person inquiries ensuring questions are addressed promptly and professionally.
- Lead and coordinate events, showcasing your leadership skills and contributing to the success of our initiatives.

- Seize the opportunity for public speaking engagements, enhancing your communication skills and representing our organization's values and goals.
- Undertake a capstone project in an area of your interest, with the opportunity to lead this project from concept to execution, applying your knowledge and creativity to a real world challenge.
- Collaborate with vendors, volunteers, donors, and supporters, fostering relationships that are vital to our organization's success.

Qualifications:

- Currently enrolled in or recently graduated from a degree program in Business, Marketing, Communications, or a related field.
- A genuine interest in the multifaceted operations of a small business and the desire to contribute to its growth and success.
- Strong written and verbal communication skills, with the ability to create engaging content for a diverse audience.
- Organizational skills and the ability to manage multiple tasks simultaneously.
- Creativity, innovation, and the willingness to take initiative.
- Comfortable with public speaking and engaging with various stakeholders.
- Interest and ability to lead projects and events, demonstrating leadership potential.
- Be able to work 10 hours a week and be available during weekends and occasional holidays (up to 5 hours per week will be scheduled on weekends) during the 12 week internship.

Why Join Us?

This internship is more than just a learning opportunity; it's a chance to make a tangible difference. You'll gain hands-on experience in a supportive, collaborative environment, working directly with leadership and having a real impact on our strategic direction. The diverse nature of your responsibilities will provide a comprehensive view of what it takes to succeed in a small business setting, from strategic planning to community engagement. Plus, the capstone project offers a unique chance to pursue an area of personal or professional interest, adding value to our organization and your career portfolio.

If you're ready to take on this rewarding challenge and kickstart your career in a role that offers variety, responsibility, and the chance to make a difference, we'd love to hear from you.