Gainesville Girls Rock Camp Internship Description

Job Title: Community Organizing Intern

Hours: 145 hrs, from May-July, exact schedule to be determined; Camp dates for session 1 (13-17 yr olds) June 4-9; for session 2 (9-13 yr olds) July 9-14.

Location: Varies

Job Summary:
GGRC is a nonprofit organization that uses music and performance to encourage self-esteem and self-expression for girls and gender non-conforming youth. We are searching for two to three interns to support fundraising and promotional efforts for our organization, and to assist in the coordination of camp activities. The interns will assist in the support of special events and fundraising campaigns leading up to camp, promoting camp to new volunteers and families, and assisting camp directors as they plan and manage camp. The interns will gain real world fundraising experience, have opportunities to develop the essential leadership skills employers and graduate schools are seeking out, and learn skills in fundraising, event planning, and youth program coordination.

For more information about our organization, please visit our website www.gainesvillegirlsrockcamp.com or find us on facebook https://www.facebook.com/Gainesvillegirlsrockcamp/

Qualifications
• A high school diploma or equivalent

Job Duties:
• Help plan and coordinate activities designed to create or maintain a positive image for the organization
• Request and collect items for our spring silent auction from local donors
• Write effective and interesting press releases
• Assist in the creation of signage and social media promotion
• Work collaboratively and independently to achieve goals with camp directors
• Participate in camp as a volunteer staff member

Knowledge, Skills, and Competencies:
• Microsoft Office: Word, Excel
• Good oral and written communication
• Must be able to time-manage and complete projects within a reasonable timeframe
• Critical thinking
• Conflict-resolution
• Social justice-oriented cultural competency
• Active listening

**Beneficial Skills:**
• Organizational and detail oriented skills
• The ability to use independent judgement
• The ability to work collaboratively to achieve goals

**Relationships:**
• **Supervised by:** Chelsea Carnes, Jennifer Vito, and/or Kentucky Costellow
• **Maintains Relationship with:** Volunteers, Staff, Campers, parents of campers, collaborating community organizations

**Salary:** Unpaid

If you are interested in this internship position, for full consideration you should send a CV and a cover letter to gainesvillegirlsrockcamp@gmail.com by April 15th.

Last updated 3/9/18