AKRON COMMUNITY INTERNSHIP PROGRAM

$1,000 FOR 100 HOURS OF WORK

Enhance your skills, gain experience and learn about the Akron community

SEND AN EMAIL TO:
akroncommunityinternship@gmail.com
to get a current list of our available internships
WELCOME

The Akron Community Internship Program aims to provide you with internship opportunities centered around improving the City of Akron and connecting you to leaders in our community. All internships provide students with resume boosting work experience and new skills. In addition to these benefits, you will be:

- linked to a community partner who can provide mentorship,
- taken to two Akron events that you and your mentor select,
- connected to a wider local network of community professionals

This exciting program is open to all students, in all majors. Seize the opportunity today and follow these steps!

1. **Create/Update your resume and email it as a PDF to akroncommunityinternship@gmail.com.**
   - Title your resume using your last and first name (e.g., “JamesLeBron.doc”).
   - If you would like help with your resume, visit or contact the Career Services Center, located in Room 211 of the Student Union (email: career@uakron.edu; phone: 330-972-7747)

2. **With your resume, also send your internship selections and the name and email of at least one University of Akron professor who will serve as a potential reference.**
   - Make sure to ask your faculty recommender for their permission to serve as a reference.

3. **After we receive your resume, reference, and selections, we will periodically email you updates with available positions.**
   - Reply to us at: akroncommunityinternship@gmail.com with the internships that interest you.
INTRO TO INTERNSHIPS
$1,000 FOR 100 HOURS OF WORK

4. We will contact the community partner on your behalf and provide them with your resume.
   Please don’t contact them independently. If they are interested, they will email you to set up an interview.

If you have additional questions, you can schedule an appointment with one of our student assistants via email
akroncommunityinternship@gmail.com.

Remember, the Akron Community Internship Program is just one internship opportunity available at the University of Akron.
Register on Handshake (www.handshake.com), the University of Akron job board, to view additional internship and job opportunities.

INTERNATIONAL STUDENTS

International students in F-1 or J-1 status who are interested in applying for ACIP openings should know that they must obtain authorization from the International Center before accepting an internship.

If you would like help visit or contact the International Center located in room 202 of Buchtel Hall (email: internationale@uakron.edu)

When submitting your resume, please indicate that you are aware of this requirement and will acquire authorization should an internship be offered to you.
INTERN WANTED:

Seeking individual to increase The Well CDC’s capacity to reach individuals, organizations, and businesses in the Greater Akron area.

Intern will need to:

- Create relevant social media content for The Well CDC and its programs;
- Implementation of ideas that increase traffic to our social media platforms and website;
- Create newsletters, flyers, and social media images in accordance with our internal branding guidelines.

The ideal candidate will have experience and/or interest in both social media and traditional media marketing and communications.

We will accept resumes from individuals who are not or communications majors that have experience and/or interest in developing these skills. Graphic design and Google AdWords experience is a plus. The required time commitment is 6-8 hours per week for 15 weeks.
THE DAYS OF GIFTS
DATABASE AND WEB DEVELOPMENT INTERN

INTERN WANTED:

The Days of Gifts is an innovative, online, multi-day gifting service through which customers can send friends and loved ones a package of gifts that recipients open one day at a time. Customers spend about 5 minutes on thedaysofgifts.com, completing a simple checkbox questionnaire about their recipient’s personality traits and interests. Then, The Days of Gifts takes care of the rest: selecting, wrapping, and labeling a set of gifts tailored just for the recipient. Packages include one gift per day for a week or more.

The intern will help with enhancements to our current technology, including developing a database with algorithm and, providing website enhancements. The database with algorithm will automate our gift-selecting process by combining the traits and interests from the questionnaire with our ever-increasing inventory of (currently) more than 100 possible gifts so that a list of plausible options is provided.

Qualified Candidates Will Have:
- Knowledge of coding and algorithm creation and data management;
- At least intermediate knowledge in building effective, efficient databases;
- Excellent verbal and written communications skills with attention to detail;
- Advanced WordPress knowledge, particularly in CSS; and
- A fun-loving spirit—this is gift-giving after all!
THE CENTER FOR APPLIED DRAMA AND AUTISM
MARKETING AND COMMUNICATIONS INTERN

INTERN WANTED:

A small non-profit organization

10 hours per week for 10 weeks

Responsibilities include:
- Contacting local schools and organizations that serve people on the autism spectrum.
  (delivering brochures, updating contact lists, setting up free demos)
- Helping promote our studio’s Open House
- Maintaining email/mailing lists in Constant Contact.
- Maintaining social media presence through regular posting gathering lists of support- ers who “friend” or “like” our pages on FB, Twitter, Instagram and our website.
- Assisting with press releases

Qualities needed:
- Excellent writing and communications skills
- An interest in arts administration and/or marketing as a career
VENTURE LEARNING
MARKETING AND SOCIAL MEDIA INTERN

INTERN WANTED:

The Marketing and Social Media intern will be responsible for supporting our small educational technology startup team with compelling writing and engaging posts related to academic community outreach, social media posting, and basic graphic design.

Job Description:

- Compose quality blog posts according to our content marketing strategy
- Post corresponding links and information to our social media channels that complement and illustrate what was written in the blog.
- Leverage primarily LinkedIn, Facebook, and Instagram to foster engagement and education regarding our startup’s achievements, activities and events.
- Must be available to consistently write 2 blog posts per week and self-sufficiently handle the creation and posting of related social media posts accordingly.
- Familiarity with, or work samples from, Canva, WordPress, and/or HootSuite (or similar) would be ideal.
INTERNATIONAL INSTITUTE OF AKRON

IMMIGRATION JUSTICE CAMPAIGN INTERN

INTERN WANTED:

The International Institute of Akron (IIA) is a nonprofit organization that provides free and low-cost legal services to immigrants in need of legal services.

Position: Immigration Justice Campaign Intern IIA is seeking an Immigration Justice Campaign Intern to provide a wide range of logistical and organizational support to the Immigration Justice Campaign Pro Bono Coordinator in their intake and coordination of legal services for detainees.

Qualifications:
- Fluent or native Spanish Speaker
- Willingness to work directly with detainees at the Northeast Ohio Correctional Center (NEOCC)
- 8 Tuesdays throughout the Fall Semester available to travel to NEOCC
- Maintain high emotional intelligence
- In-depth understanding of confidentiality
- Possess strong attention to detail
- Strong researching skills are a plus
- Demonstrated commitment to immigrant rights and willingness to support IIA’s mission, vision and values.
THE DEVIL STRIP
COMMUNITY EVENT INTERN

INTERN WANTED:

As part of The Devil Strip’s ambitious community-centered plan, we’re looking for:

- Creative, civic-minded people to help design, coordinate and promote events and meetups.
- Individuals to work with and learn from our Community Outreach Manager by planning and executing from start to finish.
- Individuals to experience booking talent, venues and vendors; helping develop and manage marketing campaigns using our website, social media and newsletters.
- Someone to support our IRL marketing strategy; work with local artists, musicians, business owners, nonprofit organizers and others in the creative community
- Help with tear-down and post-event review to distributing posters, handbills and magazines.

If you’re up to the challenge, you can do something good for the community, make some new friends and learn a lot in the process at The Devil Strip.

Applications open Sept. 3, 2019 and close Oct. 4, 2019, or when both positions are filled.
COUNTRYSIDE
PUBLIC MARKET CULINARY INTERN

INTERN WANTED:

The purpose of Countryside is to connect people, food, and land by inspiring, educating, and promoting a resilient, sustainable food culture. We are a leading expert and innovator in community-based farming and conservation programs working through a unique partnership with Cuyahoga Valley National Park and the park-based farms.

Responsibilities include:

- Countryside Public Market will host weekly cooking demonstrations, Cooking at Countryside, to engage and inspire customers relative to in-season produce and market products.
- Cooking at Countryside recipes/methods should be simple and easy, requiring only basic knowledge of cooking and basic kitchen equipment.
- Recipes/methods should highlight the bounty of the current season, with a focus on lesser known produce varieties and other products.
- On-Site Cooking Demonstrations – 70%
- Off-Site Demonstration Coordination – 15%
- Cooking Demonstration Marketing Tasks – 15%

Qualifications:

- Culinary experience preferred, including cooking in a home kitchen.
- Passion for local food and sustainable agriculture, with an emphasis on seasonality.
- Outgoing personality, with an approachable, patient and informative communication style. Independent work ethic.
- Must be available Sundays 9:30am – 2:30pm.
INTERN WANTED:

Amp Strategy is a marketing and communications agency built to provide strategic and tactical support to small and mid-size organizations in the local market. Amp Strategy amplifies the authentic voices of organizations and places, and we amp up strategic branding and communications plans.

Responsibilities include:
- Support Amp Strategy on Akron-specific marketing projects with topics including entrepreneurship, arts and culture, retail, and nonprofit growth
- Create marketing graphics for print and social applications
- Take photos and videos and edit for social media
- Write copy for social, marketing materials, blogs, and press releases
- Help the Amp Strategy team with creative brainstorming sessions, client research projects, media planning, and other duties as assigned

Qualifications:
- A passion for Akron and entrepreneurship
- Interest in communications, branding, marketing, and/or public relations
- A love of teamwork, collaboration, and creativity
- Ability to thrive in a flexible work environment
- Ability to execute within a timeline
- An appreciation for open dialogue and bringing your authentic self to projects
- The ability to ask questions, ask for help, and ask for more tasks or experiences