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AKRON COMMUNITY INTERNSHIP PROGRAM

**\$1,000 FOR
100 HOURS OF
WORK**

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

**Go to www.uakron.edu to get a
current list of our available
internships**

INTRO TO INTERNSHIPS

\$1,000 FOR 100 HOURS OF WORK

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. Please go to the link provided and fill out this Google Form. It will ask you for your internship selections, faculty recommendation, and your resume.

<https://forms.gle/23Tp3skwKqtcv4c97>

Additional Notes:

- Title your resume using your last and first name (e.g., "James,LeBron.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)
- Make sure to ask your faculty recommender for their permission to serve as a reference

2. 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.

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3. **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: international@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.

NEIGHBORHOOD NETWORK

PUBLIC SPACE WALK AUDIT PROGRAM INTERN

Neighborhood Network's mission is to build a unified voice to renew our community. It is focused on the Middlebury and University Park neighborhoods in Akron, Ohio. They are seeking a Public Space Walk Audit Program Intern to co-design the 2022 Middlebury and University Park Walk Audit Program with the Neighborhood Network Coordinator. The internship will start in the Spring semester of 2022.

Internship Roles

- Co-design the 2022 Middlebury and University Park Walk Audit Program with the Neighborhood Network Coordinator
- Weekly meetings with the Neighborhood Revitalization Manager, coordinator, and intern.
- Review materials and practices to understand the process of creating, implementing, and influencing public action/improvements
- Meet with and interview the coordinator about their experience with creating and implementing the Public Space Walk Audit program.

Responsibilities for the 2022 Public Space Walk Audit Program Intern

- Assist with outreach/recruitment/sign up
- Co-lead a refresher training to recruit and coordinate walk leaders
- Data entry and analysis
- Co-create "2022 Middlebury & University Park Walk Audit Priority One-Pager" for each route from data
- Once completed, co-present the draft "2022 Middlebury & University Park Walk Audit Priorities Report" to the entire (or subcommittee of the) Neighborhood Network Core Team for review and comments.
- Integrate relevant NN Core Team recommendations into the "2022 Middlebury & University Park Walk Audit Priorities Report" and submit the final draft to your NN supervisors (Neighborhood Network Manager and Coordinator)
- The final deliverable may be presented to City of Akron engineers and leaders and can be used to inform processes affecting the city

The presentation and final deliverable can be in the format of your choosing however the final deliverable ("2022 Middlebury & University Park Walk Audit Priorities Report") should be accompanied by at least a one-page written Executive Summary AND a copy of the intern's updated resume/CV which includes the work completed during the internship with Neighborhood Network.



Neighborhood Network

OHIO & ERIE CANALWAY COALITION

COMMUNICATIONS INTERN

INTERN WANTED

Ohio & Erie Canalway Coalition is dedicated to developing the Ohio & Erie Canalway National Heritage Area in Summit, Stark, and Tuscarawas Counties.

The Communications Intern will assist with the communications strategy for the Ohio & Erie Canalway Coalition. They will work closely with the Communications Coordinator and the Ohio & Erie Canalway professional team.

Some areas of responsibility include, but are not limited to:

- Design and edit marketing materials.
- Provide photography as needed at programs, events, and in general throughout the Ohio & Erie Canalway Towpath Trail.
- Assist with content creation and editing for the organization's website.
- Assist with engagement on social media platforms.
- Assist with a biweekly e-newsletter.
- Support communications and other duties as needed for events and programs throughout the year.

Questions about the position or the Ohio & Erie Canalway Coalition can be directed to Amber Genet, Vice President and Chief Operating Officer at agenet@ohioeriecanal.org or by calling 330-374-5657.



SUMMIT EDUCATION INITIATIVE

DATA MANAGEMENT INTERN

INTERN WANTED:

Summit Education Initiative (SEI) is an Akron-based nonprofit collective impact organization working to promote personal and regional prosperity through educational attainment. Their vision is to prepare all student graduates for success in their chosen career pathway.

They are seeking a student intern to manage student data activation and parental authorization in a cloud-based student database management system for their Out of School Time (OST) Data Portal. The intern will work on the incorporation/architecting of digitization of paper-based parent consent forms for Out of School Time Providers/Organizations accessing the student information through the OST Portal.

During the internship, the student will,

- Assist the Network Facilitator of Programs and Partnerships with the existing system of parent consents and activating students in the portal.
- Collaborate with Data Manager and independently work on Applications and Reporting.
- Identify, build and test the appropriate procedure to securely digitize the existing system of parental authorization for students and families served through the Out of School Time Organizations.

Students should have a basic understanding of workplace IT systems and cloud-based data management systems. Basic familiarity with FERPA guidelines is preferred but not required. The student will be undergoing FERPA training upon joining the SEI team

NORTH AKRON COMMUNITY DEVELOPMENT CORPORATION

PUBLIC ART & COMMUNITY INTERN

INTERN WANTED:

The North Akron Community Development Corporation (NACDC) works in the diverse and vibrant community of North Hill, Akron. In this thriving and vibrant community, they work on multiple important fronts, including economic development, physical infrastructure and beautification, and cross-cultural social events and programming. They are seeking an energetic intern who can assist in programs that interconnect public art, economic development, and community empowerment.

Responsibilities include:

- Build relationships with entrepreneurs in the surrounding business district at the intersection of North Main Street and East Cuyahoga Falls Avenue.
- Support the creation of a directory and asset map of businesses with the Special Projects Committee.
- Identify three public art display opportunities in storefronts or vacant spaces.
- Collaborate with entrepreneurs to design what displays would complement their businesses and draw attention to the district.
- Implement or set a plan in place to implement three displays by the end of the year.
- Support NACDC's public spaces with unique display ideas and simple creative activations.

Requirements:

- Ability to learn and work with diverse communities.
- Excellent communication and creative thinking skills.
- Complete all assigned tasks by deadlines.
- Detail-oriented and able to work independently.



Tentative Internship Dates: September through December 2021 (flexibility on the number of hours per week and scheduling)

NORTH AKRON COMMUNITY DEVELOPMENT CORPORATION

DEVELOPMENT AND PROGRAM INTERN

INTERN WANTED:

The North Akron Community Development Corporation (NACDC) works in the diverse and vibrant community of North Hill, Akron. In this thriving and vibrant community, they work on a number of important fronts, including economic development, physical infrastructure and beautification, and cross-cultural social events and programming. They are seeking an energetic intern who can assist in carrying out upcoming summer programs and provide research and logistical support.

Responsibilities include:

- Provide overall research support to Development Associate on creative placemaking and creative initiatives of NACDC.
- Assist with grant writing, creation of assessment, and manage data for fundraising needs.
- Help update the NACDC website periodically.
- Attend staff meetings with the Development Team (as necessary).

Requirements:

- Ability to learn and work with diverse communities.
- Excellent writing and oral communication skills.
- Complete all assigned tasks by deadlines.
- Detail-oriented and able to work independently.

Tentative Internship Period: September through December 2021
(flexibility on the number of hours per week and scheduling)



NORTH AKRON COMMUNITY DEVELOPMENT CORPORATION

BUSINESS & ENTREPRENEURSHIP INTERN

INTERN WANTED:

The North Akron Community Development Corporation (NACDC) works in the diverse and vibrant community of North Hill, Akron. In this thriving and vibrant community, they work on a number of important fronts, including economic development, physical infrastructure and beautification, and cross-cultural social events and programming. They seek an energetic intern who can assist them in managing NoTique, a non-profit boutique that specializes in local economic development.

Responsibilities include:

- Provide assistance in social media marketing and customer service.
- Work toward supporting artists and entrepreneurs with basic graphic design and editing.
- Using a point-of-sale system to make sales.
- May include travel to local art festivals to promote the boutique and recruit new makers and entrepreneurs.

Requirements:

- Ability to learn and work with diverse communities.
- Excellent communication skills.
- Strong creative thinking skills.
- Complete all assigned tasks by deadlines.
- Detail-oriented and able to work independently.

Tentative Internship Dates: September through December 2021 (flexibility on the number of hours per week and scheduling)



ARTS NOW

RIVER IN THE CITY - PROJECT MANAGEMENT SUPPORT INTERN

INTERN WANTED:

River in the City is an opportunity for the City of Cuyahoga Falls to embrace its new Plan for Public Art by leveraging local and national talent to create excellent art and engagement along Front Street and the Cuyahoga River.

Through community engagement, a deeper understanding of the history of the region, and artistic interpretation, two installations will be created downtown. The outcomes are driven by and with the community of Cuyahoga Falls.

Students will support Phase I of this multi-year effort.

Partners include:

- City of Cuyahoga Falls (Grant recipient)
- Curated Storefront (Project Manager)
- ArtsNow (Project Support)

Internship Responsibilities

- Partake in active and consistent communication with the project management team
- Support artists in collaboration with and guidance from the project management team
- Communication with the full range of stakeholders and partner organizations
- Learn about Federal grant funding requirements and guidelines
- Partnership development and maintenance
- Logistics and timeline management
- Attend team meetings as organized by the project management team
- Excellent communication skills (written and verbal)
- Ability to work successfully on a team
- Other duties as assigned

AKRON AREA YMCA

THRIVE MEDIA AND MARKETING ASSOCIATE

INTERN WANTED:

The Akron Area YMCA position is a unique and exciting professional development opportunity for an individual who is interested in video production, marketing, and media. Under the direction of the Youth Development Coordinator, the Media and Marketing Associate will film, edit and create video lessons, promotional videos, and other media supporting THRIVE and other Youth Development programming at the Akron Area YMCA. The ideal candidate is reliable, organized, able to work independently, and supports the YMCA's commitment to youth development.

ESSENTIAL FUNCTIONS:

- Film lessons and highlights of the THRIVE program at Akron Area YMCA branches and other assigned sites.
- Edit film to create video lessons for the THRIVE YouTube channel.
- Edit film to create highlights and promotional videos for the Youth Development Program.
- Upload videos to various websites as required.
- Assist Youth Development Coordinator with the development of script and video content.
- Strictly adhere to confidentiality rules and student release permissions.
- Attend required meetings and training sessions.
- Maintain a professional demeanor and appearance.
- Accept additional responsibilities as needed

EXPECTED OUTCOMES:

- High-quality promotional videos and video lessons.

Applications can be submitted via [Handshake](#)



AKRON AREA YMCA

THRIVE PROGRAM EVALUATION ASSOCIATE

INTERN WANTED:

The Akron Area YMCA position is a unique and exciting professional development opportunity for an individual who is interested in data collection and evaluation to demonstrate the effectiveness of youth development programming. Under the direction of the Youth Development Coordinator, the Program Evaluation Associate will track program attendance and student-level school data. The ideal candidate is reliable, organized, able to work independently, and supports the YMCA's commitment to youth development.

ESSENTIAL FUNCTIONS:

- Attend Summit Education Initiative's (SEI) Family Educational Rights and Privacy Act (FERPA) Training to be eligible to access student-level school data
- Assist Youth Development Coordinator with daily operations of THRIVE Program
- Collect, record, and track program attendance at summer campsites
- Coordinate obtaining parental consent for their child's school records to be shared
- Upload parent consent forms in the SEI portal
- Upload student rosters in the SEI portal
- Track participant school attendance on a weekly basis and share data with the Youth Development Coordinator
- Strictly adhere to confidentiality rules relative to student-level school data
- Assist in identifying students to highlight and work with staff to collect their success stories
- Attend required meetings and training sessions
- Maintain a professional demeanor and appearance
- Accept additional responsibilities as needed

Applications can be submitted via [Handshake](#)



GUYS AND GALS COMMUNITY PARTNERSHIP INC.'S

PROGRAM DEVELOPMENT AND EVALUATION INTERN

INTERN WANTED:

Guys and Gals Community Partnership Inc. is a non-profit organization with the objective of promoting the physical and psychological development of individuals and communities through holistic education and preventable health programs. GGCP Inc. is looking for an intern to assist with the development of a summary Project Report on the Hoop for Coop and Positive Health Initiatives and other programs they offer.

Responsibilities include:

- Research and compile existing data to identify cardiovascular health disparities within communities of color in Akron and explore how they could be addressed with health initiatives.
- Research and compose for inclusion in the report, stories from elders and community leaders on the Hoop for Coop program and generate narrative summaries about past program initiatives.
- Complete administrative tasks related to GGCP Inc and Hoop for Coop Initiatives, including developing social media marketing material for events.
- Identify opportunities for growth and program development.
- Assist with preparation for and execution of Hoop for Coop Initiative.

Skills Needed:

- Research skills and the ability to find and read public health data sources
- Good oral and written communication skills
- Flexibility to work virtually and meet with the Executive Director and Board in person
- Passion for reducing health disparities in communities of color

