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/BAYpZicopcfhpMVn7](https://forms.gle/BAYpZicopcfhpMVn7)

   **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.
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: 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.
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)
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)
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 PROMISE
STUDENT SUCCESS TEAM INTERN

INTERN WANTED:

Akron Promise ensures that students and families have access to appropriate educational supports, resources, and opportunities. They facilitate connections, scholarships, and enrichment activities that improve educational opportunities. Akron Promise implements direct programs for students such as the Kenmore-Garfield High School Student Success Team, ACT Testing Support Program, Kenmore-Garfield Stark State College Scholarship, and Kenmore-Garfield Stark State College Mentoring.

Akron Promise, Inc., a non-profit entity serving the Akron community, seeks an intern for its Student Success Team (SST). The ideal candidate will demonstrate a passion for improving educational outcomes for high-school students. This will be done by devising interactive team- and skill-building activities to lead bi-monthly SST meetings at Kenmore-Garfield High School. Applicants must be outgoing, organized, creative, and flexible as they connect with and serve as role models for SST students.

This 100-hour internship will require roughly half of its hours on-site at Kenmore-Garfield (along with occasional attendance at community and professional events) and half in a location of choice planning activities for the student cohort. The selected intern will report to Akron Promise’s executive director.

Skills, Knowledge, and Abilities
- Strong written and verbal communication skills.
- Ability to organize and multitask
- Comfortable with public speaking
- Strong work ethic
- Independent worker who takes initiative
- Creative problem-solving skills
- Flexible
INTERN WANTED:

This individual will work with The Devil Strip’s Digital Audience Manager to maintain the organization’s social media presence. This is a primarily remote position with the possibility of occasional in-person meetings, depending on CDC guidelines and individual comfort levels.

Core responsibilities:
- Follow a pre-written weekly social media calendar and post TDS content accordingly to Facebook, Instagram, and Twitter (roughly 12 posts per week, per platform)
- Generate written copy to accompany each social media post
- Come up with creative, interesting ideas for using Instagram stories and writing Twitter threads
- Monitor post comments and messages, and respond as necessary
- Work with the Digital Audience Manager to think of new ways to use social media in an effort to help grow TDS’ audience

Related responsibilities:
- Learn how to use a scheduling platform to schedule social media posts ahead of time
- May occasionally upload stories to TDS’ website
- May occasionally help write TDS’ biweekly newsletter
- May occasionally gather events for TDS’ events calendar
- May occasionally create graphics for use on social media
- May occasionally attend events as long as conditions remain safe
- The ideal candidate for this position is a third- or fourth-year university student studying communications, journalism, English, art, or a related discipline. This individual should have a thorough understanding of how to use all three major social media platforms and should have a strong ability to work independently while still functioning as part of a team.
AKRON CITY COUNCIL
COMMUNICATIONS AND SOCIAL MEDIA INTERN

INTERN WANTED:

Akron City Council is seeking a paid communications intern who can assist Council staff in the development of a digital media social media communications strategy. This work will help support Council’s public engagement efforts, particularly in communicating more about Council’s priorities and legislative efforts, as well as how residents can make their voice heard.

Qualifications

- Firm grasp of social media tools and platforms.
- Working toward a college degree (junior level and up) in a related field Marketing/Communications, Advertising or Public Relations
- Understanding of the basic principles of public relations and/or marketing
- Knowledge in Adobe InDesign, Photoshop, HTML, website content management, and graphic design is a plus
- Possess excellent written, oral communication, and interpersonal skills
- Genuine enthusiasm for creating compelling marketing materials to support Council’s agenda
- Self-starter, good time management, creative, with the ability to communicate in a professional manner
- Ability to work well independently, and within a team
- Commitment to the continuous improvement of service quality and the Council’s mission

Responsibilities

- Assist in planning, writing, and managing e-blasts and e-newsletters.
- Update organization website with current events, news, etc. using WordPress
- Design event/program fliers, graphics, and other marketing material.
- Update and maintain Council social media presence.
- Collaborate with staff and provide input for creative marketing strategies and social media campaigns
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
DOWNTOWN AKRON PARTNERSHIP
ENGAGEMENT AND EVENTS ASSISTANT

INTERN WANTED:

Downtown Akron Partnership's mission is to promote and build a vibrant and valuable downtown Akron area. Downtown Akron Partnership is seeking an intern to work with the Director of Engagement and Events to facilitate public space activations in downtown Akron. This work includes program facilitation (virtual and in-person), events scheduling, residential outreach, public space and life surveys, and space evaluation, filing permits, and managing contracts.

Key responsibilities and accountabilities:
- Set up/takedown of events
- Update of web events calendar as needed
- Monitor/record data in public spaces and during events
- Monitor health regulation compliance during events
- Assist Director of Engagement and Events with the processing of paperwork and event preparation as needed
- Attend meetings with partners as needed

Qualifications:
- Ability to thrive in a fast-paced environment
- Great customer service skills
- Comfortable working independently
- Comfortable speaking to groups

Preferred:
- Ability to ride a bicycle
- Experience leading tours

Schedule:
- Start Date – As soon as possible
- Hours will include evenings and weekends.
- End Date – September 30, 2021, unless otherwise decided by candidate and Director of Engagement and Events.
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. GGCPInc. 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 GGCPInc 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