

Resource & Development + Marketing Internship

ABOUT:

Join the team at Greater Mankato Area United Way! This internship will mainly support our Resource & Donor Development department with a secondary focus on Marketing & Communications. You'll also have the opportunity to learn all about our organization and how our nonprofit works to support more than 51,000 people in our region annually.

Your interests and availability will help shape this internship.

There is an opportunity for some work to be done remotely. A main project will include business development as we work to engage more businesses in our region to support our essential programs.

This internship is unpaid. The length of this internship and hours per week are flexible. Please contact us to discuss your preferred timeline, whether month-long, semester-long, etc.

DUTIES & RESPONSIBILITIES:

Project goals will vary based on your internship length. Training will be provided and expectations explained. Responsibilities include:

- Work with Resource & Donor Development department on business lead list and annual campaign items
- Work with Word documents and Excel spreadsheets
- Create new business development contact lists
- Research businesses online and generate professional contact lists
- Work with the Marketing & Communications department to research and plan upcoming marketing initiatives--this will include online research and compiling ideas for projects such as our 90th anniversary as well as assisting with general programming support for initiatives such as our Fourth-Grade Book Project and Books for Kids program.

REQUIREMENTS:

- Eager to learn
- Reliable
- Asks questions
- Passion for helping people
- Familiarity with Word and Excel helpful

CONTACT:

Communications & Marketing Director Laura Murray at LauraM@mankatounitedway.org.