

Marketing & Development Intern

About Us:

Shelter Care, Inc is a private non-profit agency whose mission is to provide healing, restore hope and recognize the value of young people and families in need. Through its six programs, Shelter Care provides a continuum of residential and non-residential care including short-term/respice care, long-term residential care, residential services for pregnant and parenting teens, outreach services and outpatient counseling.

The Internship: The intern will gain experience in grant proposal research and preparation, social media marketing, fundraising, event planning, community engagement, and non-profit operations.

Responsibilities:

- Create engaging and relevant social media content
- Collaborate with Development Team to create and design the agency newsletter
- Build community connections, attend events and promote Shelter Care's services
- Assist in researching and writing grant proposals
- Observe Shelter Care's programming and develop a needs assessment
- Organize donation drive(s)
- Assist in planning and hosting an annual fundraiser

Qualifications:

- Completed or in pursuit of a Graduate Degree/ Bachelor's Degree/Certificate in Marketing, Non-Profit Management, Non-Profit Studies, Fundraising, Social Media, Grant Writing or related field
- Proficient in social media platforms
- Effective oral and written communication skills

Hours, Location & Benefits:

- Location: Shelter Care's Main Office - 32 South Ave. Tallmadge, OH 44224.
- Up to 20 hours weekly
- Daytime hours with an occasional evening or weekend
- Unpaid internship experience

To apply, please send résumé to Jessica Purdy, Director of Development at j.purdy@sheltercareinc.org.