

INTERNSHIP OPPORTUNITIES

Our mission is to protect animals and build connections between people and animals through advocacy and education.



JOIN OUR TEAM!

Lake Humane Society, a non-profit animal shelter, is looking for qualified interns to work with their Development Department. LHS is seeking interns who can assist with marketing, fundraising, event planning, and other daily tasks.

The intern should be prepared to work in a fast-paced environment and will finish the internship having gained broad experience in various aspects of non-profit development.

CONTACT INFO

To apply or for more information, reach out to Elizabeth Johnson, Development Associate:

Email: donate@lakehumane.org

Phone: 440-622-0152 ext. 108

Location: 7564 Tyler Blvd Bldg E
Mentor, OH 44060

Website: www.lakehumane.org



Responsibilities Include:

Duties vary based on each intern's skills and the current needs of LHS.

- Assist with planning, preparation and execution of fundraising events and campaigns.
- Assist with bulk mailings, data entry and donor management
- Assist with the creation and dissemination of press releases and public service announcements
- Create strategic social media content, including graphics, and increase web presence
- Generate new ideas for promotions and events
- Recruit and communicate with vendors and donors.
- Membership on the Events and Fundraising Committees for events within or near your internship months
- Assist with donor retention, cultivation, and research through targeted emails and use of fundraising software tools
- Provide support to the members of the Development Team

Requirements:

Lake Humane Society is looking for undergraduate students in the field(s) of: Marketing, Communications, Non-Profit Leadership and/or related fields. This person should have:

- Excellent verbal and written communication skills
- Self-motivation
- Ability to work individually and as a team
- Excellent computer skills, experience in Canva, Excel and In-design is a plus

Seeking individuals that can participate for at least 3 months. Participants are required to work primarily on-site LHS, but some tasks can be completed remotely.

Compensation:

This is an unpaid position. There is the opportunity for school credit if allowed by the college/university of the applicant. This internship offers an excellent opportunity to work on substantive projects and can result in a great reference.