



MEMBERSHIP AND OUTREACH INTERN

Position Overview

Walk San Francisco's Membership Intern will gain valuable skills and advocacy experience while helping to build a strong voice for pedestrians and sustainable streets in San Francisco.

Tasks may include assisting in and leading projects in member communications, managing the member database, outreach to recruit new members and local businesses, tabling, volunteer management, website and social media updating, and more.

This is an excellent opportunity for a person who's interested in building sustainable cities to learn how a non-profit organization really works – get in on the ground floor of a small, rapidly growing non-profit.

Build your resume and get valuable hands-on experience in the non-profit field.

This internship offers a flexible schedule within a preferred 16-hour/week, 3-month commitment. The position is not paid, but we can work with any academic requirements to help interns earn college credit.

Skills & Knowledge to be Gained

- Real-world grassroots experience in non-profit communications and development
- Project management skills through helping organize larger projects
- Experience planning and implementing new marketing and outreach
- Inside experience with a rapidly growing grassroots movement
- Valuable job experience, including sought-after skills such as database, web, and social media management
- Academic credit if available through your academic institution's internship program

Requirements

Essential:

- Interest in Marketing/Membership/Outreach/Communications
- Willingness to pitch in and help out with a variety of projects
- Track record of working well on team projects
- Excellent oral and written communications skills
- Cheerful, friendly, upbeat outlook
- Natural leadership qualities
- Commitment to building a sustainable San Francisco

Helpful:

- FileMaker experience
- Web/html experience
- Graphics (Illustrator) savvy
- Familiarity with San Francisco and a love of walking!
- Experience with Macintosh computers

To Apply

We are currently accepting applications for Membership Internships for Summer and Fall 2011.

Please send a letter of interest, references, and resume to:

info@walksf.org

Women and people of color strongly encouraged to apply.

