

EX [L]

AKRON COMMUNITY INTERNSHIP PROGRAM

**\$1,200 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

\$1,200 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 and resume.*

<https://forms.gle/8W5umuqigPvhojtL8>

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 and selections, we will periodically email you updates with available positions.*

Reply to us at: akroncommunityinternship@gmail.com with the internships that interest you.

INTRO TO INTERNSHIPS

\$1,200 FOR 100 HOURS OF WORK

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: international@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.

AKRON COUNCIL OF ENGINEERING AND SCIENTIFIC SOCIETIES (ACCESS)

INTERN WANTED

ACCESS - Akron Council of Scientific and Engineering Societies a local Akron centric organization would like to engage an energetic, self- starter that is out-going to help engage members on a number of platforms.

Time period- 1 year monthly meetings- in person/Zoom

We have a number of communication modifications taking place as we move forward including:

Website: in the process of aligning a different format to allow for easier access from member organizations

Banquet: Annual Education Awards venue is being modified to aid students and teachers in local K-12 classes

Social media: we currently have a presence but enhance level could allow wider publicity for society events

Secretarial: aid in monthly minutes/summary for BOD/Advisors

Report: would work directly with Committee Chairs and review by Administrator- ACCESS



**Akron Council of Engineering
and Scientific Societies**

Incorporated 1946

AKRON ROUNDTABLE

PODCAST INTERN

INTERN WANTED

Akron Roundtable is seeking a podcasting intern. They have over 200 cassette recordings of previous Akron Roundtable programs dating back to the 1980s. Each cassette needs to be dubbed in real time at speed to a digital format. These files will then be added by Akron Roundtable staff to their Podcast Channel and website for historical knowledge and record.



akron roundtable

DOWNTOWN AKRON PARTNERSHIP PROGRAMMING INTERN

INTERN WANTED

Hours: Part Time, hours determined by schedule of programming and availability of candidate. This is an in-person (non-remote) position. This position runs from May through August.

Job Summary: The purpose of the Programming Intern is to provide support to the Programming and Engagement Specialist in driving excitement, inclusion, and pride in downtown Akron through engagement, placemaking, and programming. This is an entry-level position for the summer term.

Responsibilities:

- Assist in the implementation of organized and excellent events, including recurring weekly programs and large-scale signature events that benefit the downtown community.
- Provide excellent customer service experiences to patrons by ensuring quality and cleanliness of event space.
- Support and assist with the on-site experience for vendors, partners, and stakeholders.
- Organize and run the bar set up at The Shed, with direction from Programming Specialist.
- Take initiative during events to ensure successful outcomes, including troubleshooting problems that may occur.
- Assist in the curation of surveys and tracking methods for attendance of events.
- Assist in the execution of beautification efforts throughout downtown.
- Communicate with the DAP team the outcomes of events, including participation and feedback.
- Serve as a DAP representative and liaison to the community.

Qualification preferences (training available):

- Excellent customer service skills.
- Proficiency or ability to learn POS system (Square).
- Proficiency in Google Workspace and Microsoft Office.
- Capacity to learn new systems of communication, volunteer, and event management (Slack, Eventbrite, Point, etc.)
- Aptitude for co-creation, relationship building, engaging others, learning, and excellence.
- Excellent organizational skills.
- Ability to interact with, assess needs of, and support visitors, staff, and stakeholders.
- Maintain confidentiality and demonstrate discretion.
- Integrity and trustworthiness, with a can-do attitude.

Physical Demands:

- Job requires lifting 50lbs and at least 6 hours on one's feet in the elements. This is primarily outdoor position.
- Must be able to work 10-25 hours per week, primarily evenings and weekends, and possibly holidays.
- Age 21+ preferred but not required.



HEINZ POLL SUMMER DANCE FESTIVAL

INTERN

INTERN WANTED

We are looking for a reliable, pro-active person with a car, and experience and/or interest in the arts (a dance background is a plus, but not necessary), to assist the director of nationally known, Heinz Poll Summer Dance Festival with any or all of the following:

Beginning June 1 (possibly a bit earlier in end of May):

- assist with donor mailing and city distribution of promo materials, marketing strategies, site signage design and planning audience layout
- merchandise organization, pick up and preparation of T-shirts, other merch for sale at festival
- organization of festival info. Table/supervising volunteers at table
- printing survey inserts for program/assist director with program delivery to sites

During Festival - beginning July 1 through August 15 - Onsite

- assist Director with attendees to all classes, outreach interactive events, and performances during festival
- distribution and management of attendee surveys
- signage set up at all sites
- assist with traffic management of audience attendees
- assist with artist needs (i.e. Provide snacks and water backstage)

Post festival- Aug. 15 through September 15

- data collection and survey compilation for funding reports
- sorting zip codes and feedback from attendees

Intern must be available for all classes, outreach activities and performances.



SUMMER DANCE FESTIVAL

SPONSORED BY THE CITY OF AKRON

NEIGHBORHOOD NETWORK

MIDDLEBURY & UNIVERSITY PARK WALK AUDIT PROGRAM

2023 INTERNSHIP

INTERN WANTED

Neighborhood Network's mission is to create a unified voice to renew our community. NN focuses on the Middlebury and University Park neighborhoods in Akron, Ohio. More information can be found at our website: www.neighborhoodnetworkakron.org

Timeline: February 2023 - May 31st 2023 (exact dates TBD to accommodate student schedules)

Internship Main Tasks:

- Neighborhood Network Manager/Intern(s) Meeting: thirty minute meeting weekly
- Review relevant materials and best practices to understand the process of creating, implementing and influencing public action/improvements because of a Public Space Walk Audit program
- Co-design the 2023 Middlebury & University Park Walk Audit Program with the Neighborhood Network Manager - including updates to the survey, data analysis tool, and tracking
- Analyze data, compare data to the past year's data, and create the 2023 Middlebury & University Park Walk Audit Priority One Pagers. This report can then be shared with community partners, the City of Akron, and Summit County Public Health.

2023 Middlebury & University Park Public Space Walk Audit Program:

- Assist with Walk Audit Leader outreach/recruitment/sign up
- Co-lead refresher training or new training if we have to recruit new walk leaders, at the March Neighborhood Network Monthly meeting
- Coordination of walk leaders (distribution/collection of walk audit materials, answering questions in a timely manner, checking data sheets for completion, distribution of gift cards)
- Walk at least one walk audit to get the experience.
- Data entry and analysis
- Comparison of previous walk audit data - primarily checking to see if previous 311 call issues have been settled, or if nuisances are still occurring.
- Co-creation of "2023 Middlebury & University Park Walk Audit Priority One-Pagers" for each priority route from data. These can include maps, pictures, and data points or quotes.
- Once completed, co-present the draft "One-Pagers" to the (or subcommittee of the) Neighborhood Network Core Team for review and comments.
- Integrate relevant NN Core Team recommendations into the "One-Pagers" and submit the final draft to your NN supervisor.
- The presentation and final deliverable can be in the format of your choosing however the final deliverable ("One-Pagers") should be accompanied by at least a one-page written Executive Summary AND a copy of the intern's updated resume/CV which includes the work completed during the internship with Neighborhood Network.



Neighborhood Network

NORTH HILL CDC

COMMUNITY ENGAGEMENT INTERN

Seeking a motivated and organized individual to join our team as an Intern to help map our community and develop a small business association in the North Hill neighborhood of Akron, OH. The Intern will be responsible for working with local businesses and organizations to identify opportunities for community development and growth.

Responsibilities:

- Research and map existing resources
- Identify areas of need
- Work to create and grow a small business association in the North Hill neighborhood by recruiting members and organizing events to promote and support local businesses
- Collect and analyze community data to inform program development and evaluate program effectiveness.

Qualifications:

The ideal candidate will have excellent communication and organizational skills, and an interest in community development and small business. Previous experience with mapping or small business development is a plus. This is a paid, part-time position.

- Working towards a degree in community development, social work, public administration, or a related field.
- Demonstrated experience working with diverse populations and cultures.
- Strong communication and interpersonal skills, including the ability to work
- collaboratively with internal and external stakeholders.
- Strong organizational skills.
- Ability to work independently



PURPOSE PROPERTIES LLC

BUSINESS MANAGER INTERN

INTERN WANTED

**ARE YOU A PROBLEM-SOLVER LOOKING FOR AN
ENTREPRENEURIAL ADVENTURE?**

Make a difference by joining our **social enterprise focused, real estate startup**. We are disrupting the rental landscape and bridging the housing equity gap.

We are Purpose Properties LLC, **a minority and women-owned startup** with a mission to **provide beautiful homes to disenfranchised tenants**. We are looking for a **Paid Intern** for the role of Business Manager. The ideal candidate will have **exceptional organizational skills** and the ability to multi-task with a strong emphasis on customer service. But more than that, we want someone who is **scrappy, tenacious, and a creative thinker** who is excited about our startup's mission.

As a Business Manager, you'll have the chance to work with a startup and **take on the challenge** of building operational processes and navigating tenant management.

We're looking for someone who is timely, efficient, and responsive. You'll need to be a **problem-solver** who can think outside the box and handle multiple tasks with ease. But more than anything, we want someone who is excited about our mission and is ready to **make a difference locally**.

STREET CRAFTERY

MARKETING INTERN

INTERN WANTED

Want to spark creativity and change lives? Street Craftery is Akron's premiere destination for crafting and creative expression for people of all ages! At Street Craftery, we believe art to be a medium unrestricted by social and economic barriers. We strive to bring people together and offer a clean canvas on which to explore creativity, build relationships, and have fun! We take extreme pride and pleasure in being one of Northeast Ohio's most highly rated and sought-after venues for creative expression.

At The Street Craftery, you will have the opportunity to optimize your creativity, increase your performance, and unlock your ambitions through our fun and creative work culture. Whether working on an independent project or a collaborative initiative you will develop leadership and critical thinking skills. Our internship positions allow students to gain real job experience and receive on-the-job training that focuses on creative methodologies. Interns are challenged to demonstrate their strengths and apply their knowledge to help us achieve our business goals and strategies. We place great value on our interns and our positions are structured to maximize your hands-on experience.

Street Craftery brings to you what matters most as an intern:

- Real-world experience that provides a competitive edge upon graduation
- Access to the latest tools and resources
- Team-based environment in a highly-creative and collaborative setting
- Career mentoring

In this role, the Digital Marketing Intern will be involved in projects related to improving the website and also involved in eCommerce, Photo/Video and Social Media related projects.

Basic Qualifications:

- Must be currently enrolled in either an Associate's or Bachelor's degree program at an accredited university
- Must be enrolled in one of the following majors: Marketing, Communications, Business or related field of study
- Minimum cumulative GPA of 2.8 or above
- Must be legally authorized to work in the United States
- Social media experience is a plus
- Web-building experience is a plus



STREET CRAFTERY

CREATIVE ARTISAN INTERN

INTERN WANTED

Are you a TikTok DIY inspired, Quick Craft interested, YouTube addicted creative type with service industry experience looking to flex your inner-creative in a fun and exciting work setting? We've got the job for you! Street Craftery is looking for a Creative Artisan who will enjoy assisting guests of all ages make their own creative projects, learn new skills and curate memorable experiences at our Downtown, Akron location. Street Craftery is Akron's premiere destination for crafting and creative expression for people of all ages! We believe art to be a medium unrestricted by social and economic barriers. We strive to bring people together from and offer a clean canvas on which to explore creativity, build relationships, and have fun! Our team takes extreme pride in being one of Ohio's most highly rated and sought-after venues.

Responsibilities May Include:

- Providing excellent customer experience to all guests
- Greeting guests and getting them set up for crafting
- Serving as a "Project Guide" to guests in the studio bringing a cheerful and encouraging spirit to events
- Setting up and cleaning up the studio
- Working various daytime retail hours and regular night and weekend hours
- Assisting with inventory management and controls
- Performing retail sales processes
- Curating trending and seasonal projects

Basic Qualifications:

- Must be currently enrolled in either an Associate's or Bachelor's degree program at an accredited university
- Must be enrolled in one of the following majors: Marketing, Communications, Business or related field of study
- Minimum cumulative GPA of 2.8 or above
- Must be legally authorized to work in the United States

Other Requirements:

- Day, night, and weekend availability are a must
- Desire to create exceptional customer memories and experiences
- Social media experience is a plus
- iPad and computer familiarity
- Sewing, Candle Making, Painting, Cement Artistry preferred

Experience level: Experienced Creative



RUBBER CITY DEVELOPMENT CONSULTING

GRANT WRITING INTERN

INTERN WANTED



REPORTS TO: Chief Executive Officer

STATUS: Part-Time (10-20 hours/week)

LOCATION: Remote with some in-person instruction

JOB SUMMARY: The Grant writing Intern will perform prospect research, assess grants for alignment with organization needs and will write statements of need, letters of interest, logic models, and grant proposals at the foundation level

ESSENTIAL FUNCTIONS:

1. Research funding opportunities that align with the funding needs of various organizations
2. Communicate various nonprofits missions and programs to potential funders.
3. Prepare, submit, and manage grant proposals to federal, state, local and private foundation funding sources.
4. Manage supplemental material required for proposals.
5. Maintain confidentiality and ensure compliance with related policies.
6. Other duties as assigned.

QUALIFICATIONS AND EXPERIENCE:

1. Passion for community work, social good, and/or nonprofit organizations
2. Excellent interpersonal, verbal, and written communication and public speaking skills.
3. Demonstrated ability to work effectively with people of diverse races, ethnicities, nationalities, sexual orientations, gender identities, socio-economic backgrounds, religions, ages, English-speaking abilities, immigration status, and physical abilities in an intersectional environment.
4. Ability to work independently and as part of a team.

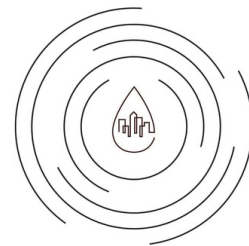
THE WELL CDC CAREER DEVELOPMENT INTERN INTERN WANTED

Internship Description:

Work alongside The Well CDC's Workforce Manager and Workforce Coordinator to build a Career Development Alumni Program. This program will build supportive community for the graduates of our career development program. This can include monthly peer support groups, hosted special events and speakers, monthly digital communications, and other value adds. This is a great opportunity to support economic equity in the city of Akron, develop your communication skills, learn event management, and gain insight into social programming and the dynamics of workforce development.

Your responsibilities while working on this project will include:

- Graduate recruitment and communication
- Identifying peer leaders and conversation topics
- Develop a calendar for 2023-2024
- Planning 1-2 initial events
- Collecting graduate feedback and interest
- Developing a tracking and communication process



THE WELL CDC
RESTORING CREATING SUPPORTING

This opportunity is open to all but recommended for those studying social work, sociology, psychology, nonprofit management, human resources, education, or public policy.

Background on our Program:

Career Development at The Well CDC takes a holistic approach to job training. While enrolled in this free, five-week program students earn a nationally recognized credential in their field of study, write resumes, practice interviewing, and address barriers to work including criminal backgrounds, childcare, digital competency, and the "benefits cliff". Our program offers mental health and emotional wellness curriculum. This includes a soft skills workshop that highlights communication and coachability, presentations that address stress, limiting beliefs and self-awareness, classes on mindfulness and a frank conversation on mental health. Clients are also offered three private sessions with a licensed counselor that they can opt-into at any time during or after the program.

Each aspect of class is taught by a partner organization or community leader so that clients can make connections to resources they may want to work with in the future. Students are introduced to representatives from partner organizations throughout the program to learn more about the opportunities available to them. Our team works closely to communicate with our partners to both identify current openings and deliver interview feedback.

After graduation from class, students can continue to work with our career services and resource navigation. Services provided include job seeking assistance, drop-in interview practice, and retention support in addition to traditional resource navigation.