

Austin Angels

Communications & Writing Internship

Austin Angels has a few openings for Spring 2018 Communications/Writing Interns and would love it if you would consider applying with us! Austin Angels is a local non-profit that supports foster care children. We are a community of volunteers and advocates that come together to uplift the most vulnerable youth in our country. These children have been removed from their home because they have been neglected, abandoned, or are the victims of physical, sexual, or emotional abuse. They need the temporary protection and nurturing that a foster family can provide. We support these kids and the foster parents who care for them. We currently serve over 150 kids in the Austin area.

**Your role as a communications intern:**

This internship gives real hands-on experience at a local non-profit and one-on-one personal coaching and mentoring; requiring the commitment and investment of its participants – provides the “learning” and “experience” it takes to thrive as a committed, competent and effective leader within the nonprofit community.

This course is committed to the Austin Angels mission and to impact the students’ life with purpose, service, and leadership. Austin Angels expects students to become value-centered and ethical leaders who want to positively influence and impact their community.

Interns are passionately committing to making a difference in our community by investing and sharing the responsibility to care for our children in the foster care system. Interns are advanced students seeking to apply real world experience to their degree. Interns are under the supervision of the Director of the Internship Program (Susan Ramirez) and guidance of the Marketing Manager (Celina Concha- foster communications intern) and Case Manager (Kathleen Crow-former communications intern).

The main responsibility of an Austin Angels Intern is to be knowledgeable in all areas concerning our organization and learning the skills to execute tasks/assignments.

* Weekly Social Media posts
* Write press releases and proposals
* Power Hour Meetings with CEO
* Bi-weekly blog posts and newsletters
* Build local partnerships with companies, other non-profits, and churches.
* Attend and help plan board meetings, fundraising events, and engaged culture days
* Keep internship journal/log
* 2 Professional Development workshops
* Reading projects
* Attend Needs Assessment and Trainings with foster parents and volunteers
* Create Fundraising campaign
* Work approximately 10-20 hrs./week during the summer with the possibility to work evenings and occasional weekends.

Austin Angels Summer internships are about 10-20 hours a week- unpaid.

**To learn more about Austin Angels:**

* Check out/ familiarize yourself with our organization [www.austinangels.com](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.austinangels.com%2F&data=01%7C01%7Css33%40txstate.edu%7C3cc7068fe9f94464784008d48b437bb5%7Cb19c134a14c94d4caf65c420f94c8cbb%7C0&sdata=HTUG%2BTQEBtFwLCdnoXM1tXcc%2FJwqZi6M%2B%2BTl7Pnhnj4%3D&reserved=0)
* Watch this video: [https://austinangels.com/our-mission](https://na01.safelinks.protection.outlook.com/?url=https%3A%2F%2Faustinangels.com%2Four-mission&data=01%7C01%7Css33%40txstate.edu%7C3cc7068fe9f94464784008d48b437bb5%7Cb19c134a14c94d4caf65c420f94c8cbb%7C0&sdata=%2B2w0yh6eQTgdFrbc%2B2MoWEfaixftxXDN3lK85GVvmyQ%3D&reserved=0)

**To apply:**

* **Send Resume to**[**susan@austinangels.com**](mailto:susan@austinangels.com)**with a brief description of why you feel like you would make a good fit**
* **If you have any examples of graphic design work or social media you have done attach those as well**
* Be able to attend Internship orientation/training

The internship would be done mostly on your own time. A lot of the assignments are given and can be completed on your own. We do not have an office space, but we do have meetings (usually in Buda) and events all over Austin.

I would anticipate it taking about 10 hours a week to complete assignments and 8 hours a week to attend different events. It can be somewhat flexible.

Let Kathleen know if you have any other questions! Her cell phone is 817.692.6272 Good luck!