



25935 DETROIT RD, PMB 220 // CLEVELAND, OH 44145 ■ (216) 206-7172 ■ CLEANGELS.ORG

Mission: We wrap support around children and families in the foster care community..

POSITION TITLE- Marketing & Communications Intern

DEPARTMENT- Marketing

SUPERVISOR- Marketing Specialist and/or Executive Director

DAYS/TIMES NEEDED- 20-35 hours (approximate; occasional evenings/weekends)

SALARY- Unpaid/ course credit

PREFERRED EXPERIENCE- Proficiency in Graphic Design, Social Media Storytelling and Written Communication.

About Cleveland Angels

Cleveland Angels is a local chapter of a national nonprofit called National Angels. Our mission is to walk alongside children in the foster care system, as well as their caretakers, by offering consistent support through intentional giving, relationship building and mentorship.

Through our two core programs, we match dedicated volunteers with families and youth in the local foster care community to offer consistent practical and emotional support.

Our Love Box program is an opportunity to team up with other dedicated volunteers and create a pathway of hope for children in the foster care system. Volunteers meet practical, everyday needs, as well as build intentional relationships with the family they serve.

Our Dare to Dream program is a one-on-one mentorship program for aged-out or at-risk to age-out foster youth (ages ranging from 11-22 years). Our mentors are advocates, role models, valued friends, available resources, cheerleaders, and career enthusiasts.

MARKETING & COMMUNICATIONS INTERN POSITION SUMMARY

The Cleveland Angels Marketing Intern will work alongside the Marketing Specialist, the Executive Director, case management team and board of directors to communicate the mission of Cleveland Angels.

If you would like to use your creative talents to make an impact on the lives of children and families experiencing foster care, we would love to discuss this opportunity. An internship with

Cleveland Angels offers students hands-on experience with a quickly-growing nonprofit that requires the commitment and investment of its participants. We provide the learning and experience it takes to thrive as a committed, competent, and effective leader within the nonprofit community. Cleveland Angels interns will become value-centered, service-oriented, and ethical leaders. Interns will attend team meetings to help plan and execute upcoming events. They will learn how to form partnerships with companies and community organizations to help further the company's mission. Interns will work with the team on fundraising and marketing. This internship will be an overview to nonprofit management and leadership and all that is involved in forming a successful local chapter of a national nonprofit.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Skill in social perceptiveness & social communication
- Ability to use social media content creation to educate about foster care, our programs and how to get involved in making a difference for children
- Ability to utilize graphic design (Canva) to create graphics
- Ability to utilize Mailchimp to create large scale email campaigns
- Ability to work well with teammates, including those on staff in our National office
- Skill in using critical thinking to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- Skill in developing constructive and cooperative working relationships both internal to Cleveland Angels and externally with various audiences to communicate program impacts.
- Skill in analyzing information and evaluating results to choose the best solution and solve problems.
- Skill in developing specific goals and plans to prioritize, organize, and accomplish your work.
- Ability to communicate information and ideas clearly in speaking and writing
- Skill in showing emotional discipline while demonstrating empathy for the needs of the families and children served
- Ability to preserve confidentiality of sensitive information

HOW TO APPLY

Please submit your resume & letter of interest to

Gretchen Dupps at info@CLEangels.org