

September 2014 – May 2015

5 – 8 Hours/week

Very flexible with student schedule

Option of extension through summer and/or 2014 school year

Better World Betty

Participation in weekly check-ins

Assistance with fundraising research, strategies, implementation (e.g. grant research, writing, and reporting)

Event planning

Correspondence/Communication with sponsors, funders, board members, volunteers, general public (business letters, fliers, grants, summaries)

Online website content development and updates

Log of your volunteer hours

Brainstorm creative ways to inspire behavior change and ways

to implement programs and generate funds, read grant proposals

Administrative Duties

Pick up/drop off items for events

Education and Advocacy on various aspects of eco-living

**If interested,**

Send cover letter and resume to:

Teri Kent,

Program Manager,

Better World Betty

teri@betterworldbetty.org

##### Open Communication

We encourage open and honest communication while working together.  Your personal and professional goals should align with the goals of the organization. Performance will be regularly evaluated to ensure a great experience.

Community Outreach Internship

# Skills Necessary

# Responsibilities

##### Time Commitment

Academic Year 2014-2015

* Strong organizational and interpersonal skills
* Strong written and oral communication skills
* Enthusiastic
* Creative
* Innovative
* Has the ability to prioritize tasks and time
* Reliable

Betty is currently looking for an enthusiastic change agent to work with her, her board, and her volunteer team to help execute Betty’s mission:  to empower people and businesses with the tools they need to adopt more sustainable behaviors and to do it in a fast, fun, and friendly way.

“I like interning at Better World Betty because I get to experience the grassroots end of a local non-profit along while gaining exposure to a wider community-based environment. I am constantly learning new things, stemming from sustainability actions I can implement as a college student to designing facets of a website. Everyday at BWB there is a new project at hand, and the feeling of accomplishment when you complete something that becomes immediately implemented by the organization is extremely satisfactory.” – Summer Intern 2014