NAMI Franklin County Nonprofit Management/Fundraising Intern

- Assist Walk Manager with all components of the 2016 NAMIWALKS and Health & Wellness Fair.
- Research potential sponsors and requirements for sponsorships
- Print, email & phone communications with team captains, walkers, sponsors, donors
- Assist in putting together all the logistics for the Walk and Health & Wellness Fair.

NAMI Franklin County Event Planning Intern

- Assist Walk Manager in arranging all the logistics for the 800+ person Walk and Health & Wellness Fair.
- Apply for sponsorships of in-kind goods and gift cards
- Plan the activities and schedule of the NAMI Walk and Fair Day
- Manage and coordinate volunteers, sponsors and walk participants on Walk Day

NAMI Franklin County Marketing/Communications Intern

- Assist Walk Manager with communications components of the 2016 NAMIWALKS and Health & Wellness Fair.
- Spread awareness about walk to community
- Assist in the creation of signage, circulars, email campaigns, online promotion, etc.
- Coordinate WALK related email and US mail assembly/fulfillment
- In charge of all social media related to walk

Expectations

- Begin internship in the Fall or Spring semester and work through the summer. 5-10 hours a week.
- Flexible hours (working from home is allowed)
- Unpaid (but OSU internship credit can be awarded)
- Able to work well independently and collaboratively
- Self motivated and detail oriented

Preferences

- Sophomores and juniors are preferred. We are looking for individuals who we can promote after the 2017 walk – from an intern to a paid Walk Manager.

Benefits

- An intern will learn about event planning and experience working in the nonprofit sector.
- The intern will have a real impact on the success of the NAMIWalk and Fair.
- Creativity and innovation are encouraged.

If interested, please email Moriah Lieberman at moriah.namifc@gmail.com