**Title:** Community Engagement Intern

**Supervisor:** Community Engagement Coordinator

**Goal of Position:** To increase the scope of Centerstone’s community engagement and outreach efforts in order to make the agency more effective and responsive.

**Duties:** To assist the Community Engagement Coordinator in performing outreach for Centerstone’s programs and services, including volunteer recruitment, outreach at community and agency events, distributing Centerstone materials in the community, managing Centerstone’s social media, researching new funding opportunities, and other duties as assigned.

**Length of Commitment:** Minimum of 3 months

**Estimated hours:** Minimum 4 hours/week

**Schedule:** Flexible during weekdays from 8-5

**Worksite:** Centerstone offices (Central District) with possible offsite responsibilities

**Requirements:**

* Possesses or is in the process of achieving a Bachelor’s degree or equivalent in experience
* Ability to work positively and compassionately with people from a variety of backgrounds, abilities, skill levels, and experiences
* Detail-oriented
* Exceptional interpersonal skills and problem-solving ability
* Ability to work independently with little direct supervision
* Computer and internet skills
* Must pass a Washington State Patrol background check
* Age 18 +

**Benefits:** The Community Engagement Intern is ideal for a student interested in communications, public relations, outreach, or a related field. The intern will gain hands-on nonprofit experience from an administrative perspective, working independently and on teams on projects that will make a measurable and positive impact on the agency and the communities that we serve. A letter of recommendation will be provided upon successful completion of the internship.