

MISSION: SCHOLARSHIP

Community Outreach Internship (Part-Time)

Duration: 10-week Internship, 5 hrs/Week , (June 1st, 2021 - August 6th, 2021)

Important Details: Stipend Included - \$500 , \$50 will be sent each week + \$50 Onboarding Pay for Initial Zoom Training and 1:1 Meetings

Mission: Scholarship Inc. is offering a Summer 2021 Part-Time Internship where the intern will assist the Mission: Scholarship Leadership Team with our Community Outreach Efforts. To start, Mission: Scholarship is a 501(c)3, nonprofit initiative designed to provide equitable access to high quality college and scholarship preparedness resources for students from disadvantaged backgrounds by implementing multiple initiatives that strive to prepare students academically, financially, and emotionally for the college and scholarship application process. We assist students with the college and scholarship application process through a variety of virtual and in-person initiatives that are aimed at providing them with the tools necessary for them to approach the college and scholarship application process with confidence and ease.

Responsibilities

As a Community Outreach Intern, you will be a valuable addition to our team this summer as we conduct our first College Readiness Tour in the Southeastern United States. In addition, we will be launching a College Readiness App, and will need your assistance to work with the leadership team to inform high schools, community leaders, and social enterprises of our app. Furthermore, you will be responsible for developing a database of high schools, community organizations, and corporations that will be interested in assisting Mission: Scholarship with the expansion of our reach. Each week you will have a 1:1 meeting with the Mission: Scholarship Leadership Team where you will share updates to your database and what partnerships you have been working to secure. For example, a database entry could look like the following on the next page:

<i>Name of High School, Community Org, Corporation, etc.</i>	<i>Contact Information (Name, Email/Phone Number)</i>	<i>What services are they interested in? (Workshops, College Readiness Booklet, Appointments, etc)</i>	<i>Are they looking to collaborate with Mission: Scholarship?</i>	<i>Are they looking to financially support Mission: Scholarship?</i>	<i>Date you last contacted them?</i>
Boys & Girls Club: Dallas	Diana Jones, djones@gmail.com	Workshops	Yes, they want to host a 1-hour College Preparedness Workshop	Yes. They would like to pay \$50 for the event.	6/5/2021

Additionally, in your role as a Community Outreach Intern, you will work with the Marketing Team and Social Media Interns to develop effective strategies to inform the public of our current and upcoming services. Alongside the Marketing Team, you will work to narrow down possible collaborations for Mission: Scholarship which may include nonprofits, start-up ventures, and more. Also, you will be responsible for developing an email template that will be used to send to high school counselors, community organizations, and more.

Here at Mission: Scholarship, we strive to make an impact in underrepresented communities and provide students with the opportunity to maximize their potential in the college and scholarship application process. As an intern, you will be contributing to a mission that is dedicated to progressing the lives of others and promoting the importance of a college education. In addition, the Mission: Scholarship Leadership Team will work with interns on advancing their professional development journey as well. From resume assistance to career advice, we want to provide you with a summer experience that will bolster your career journey and contribute to your professional development.

If you have any questions/concerns about the position, please don't hesitate to reach out at missionscholarship1@gmail.com.