

YMCA of Greater Kalamazoo

POSITION: Marketing, Communications, Graphic Design Intern
LOCATION: Maple Location, 1001 W. Maple, Kalamazoo, MI

Overview: Various tasks in the Marketing Department will be tailored to the candidate's interests, skills, and department project needs. A take-home writing exercise assignment will be given at the time of the interview. This position may be shared between departments, but reports and works closely with the Marketing Manager.

Internship Objective:

To provide learning opportunities that support skill development, professional development, and a portfolio of work samples.

The Y's Mission:

The YMCA puts Christian principles into practice through programs that build healthy spirit, mind, and body for all.

Semesters Available:

- Fall 2021 (September – December)
- Winter 2022 (filled)
- Summer 2022 (negotiable)
- Fall 2022 (September – December)

Number of hours per week / location:

- 8-12 hours
- A flexible but consistent schedule is expected
- This is an onsite position at the 1001 W. Maple location; remote work is not an option.

Requirements:

- Must be at least a Junior at a University/College/Community College with a declared major.
- Only students working through an official school internship program will be considered.
- A letter of recommendation from a school instructor is preferred.

Desired skills and qualifications:

- Excellent writing skills
- Attention to detail
- Understanding of basic graphic design principals (Must show samples of work.)
- Enthusiasm for learning

Job Responsibilities:

- Assist in updating website
- Assist in creating promotional fliers
- One or two projects that support a specific Y department with a special event or campaign. (Project opportunities vary throughout the year.)

To Apply:

Send cover letter and resume to Vicky Kettner via email to vkettner@kzooyymca.org.