

## **2019/2020 Communications Intern**

At Open Table Nashville, we accept interns for fall and spring semesters and over the summer for a minimum of 10 hrs/week. Our internship program is designed as a hands-on learning experience that fosters personal growth, educational goals, leadership, professional skills, and a deeper understanding of how to break cycles of poverty and homelessness.

### **The duties and responsibilities of this internship may involve:**

- Assist Communications Coordinator with writing and scheduling weekly social media posts and monthly newsletters.
- Assist with OTN's Annual Fundraiser.
- Organize and maintain photo and video database.
- Assist in writing and distributing press releases.
- Update organization website using WordPress.
- Collaborate with staff on new ideas, directions, and tools for marketing and communications
- Assist Education and Volunteer Coordinators with students groups and Urban Immersions

Serving at OTN demands flexibility, patience, and an openness to give of yourself and receive from others without judgment. In all our work, we are called to practice hospitality and kindness. We are not here to simply provide services, but to share love, compassion, and community with our friends on the streets and to build a more just society. **We prioritize interns who can meet these requirements:**

- Are at least 18 years old.
- Have at least one reference from a current or former supervisor, teacher, or mentor.
- Passionate about going beyond models of service and charity toward models of justice where cycles of poverty are broken.
- Be willing to intern without a stipend or to raise funding for your living expenses. If you have financial needs, let us know and we will support however we can.
- Have specific personal, professional, and academic goals in mind.
- At this point, we require interns to have a car. We will help with some gas expenses.

**Interested individuals should fill out the [Internship Application form](#).**