

St. Cloud Area Chamber of Commerce Student Summer Internship Program

(Position Description and duty examples can be found at UniteForSuccess.com)

INTERN POSITION DESCRIPTION

Position Title: [United Way Intern](#)

Start Date: [6/10/19](#)

Organization: [United Way of Central Minnesota](#)

End Date: [8/30/19](#)

Department: [Non-profit / community development](#)

Work Schedule: [Monday – Thursday \(flexible hours\)](#)

Number of Openings: [1 Position Open](#)

Hours per Week: [Flexible](#)

Business or Company Profile: [Non-profit](#)

Position Summary:

[This position will get a hands-on experience in all areas of non-profit, including: development, marketing, impact and finance.](#)

Position Description/Duties:

[You will assist in day to day activities. May vary based on time of summer.](#)

Intern Qualifications:

- [Willing to jump in to new activities](#)
- [Willing to assist with a variety of tasks as needed \(flexible!\)](#)
- [Works well as an individual AND as part of a team](#)
- **[Must pass a background check prior to first day of internship](#)**

To provide the best experience possible for both the intern and their mentor, please provide an idea of how much time the mentor will be able to devote to their intern:

[Our intern will work closely with all United Way staff. Some work will be done on your own, but a mentor will always be nearby for assistance.](#)

Are you on the MTC bus line? Yes No