



RUNNING STRONG for American Indian Youth®

Who are we?

Running Strong for American Indian Youth® is a national nonprofit organization serving American Indian communities throughout the United States. Our mission is to help American Indian families meet their immediate survival needs--food, water and shelter--while identifying and supporting programs to encourage self-sufficiency and self-esteem, particularly for American Indian youth. Working with our National Spokesperson, Olympic Champion Billy Mills, staff in the field, and local community leaders, we are building a new generation of leaders from today's Indian youth.

Internship Position Description

We are looking for at least one intern to work with Running Strong's Executive Director and program staff in our headquarters office in Alexandria, VA. The ideal candidate would be a current university student, grad student, or recent graduate interested in learning more about the non-profit world through hands-on experience. She/he should also be a self-starter, detail oriented, organized, and capable of multi-tasking.

This internship is flexible and will, ultimately, be what you make of it. We are happy to work to your strengths and tailor tasks to fit your interests. Interns at Running Strong will have the opportunity to make a real difference in the organization. Past interns have had the opportunity to attend off-site conferences and meetings, edit fundraising letters to be sent to thousands of donors and spearhead online and digital media campaigns and projects.

Qualifications

- Currently enrolled junior or senior at university, grad student, or a recent graduate
- Excellent writing and communication skills
- Web and social media capabilities are a strong plus
- Detail oriented and very organized
- Available 10-40 hours a week for a minimum of six weeks between June and September 2016, though term can be flexible
- An interest in supporting American Indian communities, and the overarching mission of Running Strong for American Indian Youth®

Tasks May Include:

- Social media updating
- Website and digital media editing
- Grant research and application assistance
- Event planning & logistics
- Data entry & analysis
- Writing articles for charity newsletters and other publications
- Program coordination
- Administrative support

Additional Information

This is a paid internship. Interns receive an hourly salary for the duration of the internship. Interns must be able to arrange their own transportation to and from the Running Strong office in Alexandria, VA either by car or via public transportation.

To Apply

Please apply here: <https://home.eease.adp.com/recruit/?id=15237701>. A cover letter and writing sample are required, which you will upload at the linked website. The cover letter should include the reasons that you are interested in working for Running Strong for American Indian Youth®, as well as a description of why you think you are well suited for this position. For more information on Running Strong for American Indian Youth®, please visit our website at www.IndianYouth.org

