



## Internship Opportunities

The San Antonio Affiliate of Susan G. Komen for the Cure is currently seeking college interns. The available opportunities are your chance to join the leader in the fight to end breast cancer: Susan G. Komen for the Cure.

- Our internships offer flexible scheduling Monday through Friday, 8:30 a.m. to 5 p.m.
- Some positions may require attendance at additional meetings and special events, and occasional evening and weekend hours.
- Internships are unpaid, however, all candidates should exhibit strong organizational skills, be computer savvy, possess good customer service skills, show enthusiasm and be comfortable speaking in groups.

### Education Intern

- Help further develop I AM THE CURE®, an educational Race component of Susan G. Komen for the Cure into health fairs and Affiliate events
- Prepare and/or deliver education materials to be displayed at health fairs; coordinate volunteers to work
- Assist with health fairs when needed
- Help further develop Lunch and Learn and Passionately Pink programs within Affiliate
- Assist with volunteer and donor database management and entry
- Perform other administrative duties as needed
- Assist with Komen San Antonio Race for the Cure® special events when needed

### Race Intern

- Work with Events Manager to secure Komen San Antonio Race for the Cure® sponsorships
- Help develop and market Race related materials
- Race-related social media networking
- Assist with special events and committee
- Assist with administrative duties
- Assist with Education events when needed

### Benefits

- Excellent experience with many of the projects and people working within the Komen network
- Involvement in a variety of national and local programs and efforts
- Opportunity to learn and contribute to public relations and media outreach by assisting with news releases, attending media events and providing stories, thoughts and ideas for newsletter and/or website
- Ability to reach our local community through the use of social media
- Letters of recommendation provided upon successful completion of internship

### Qualifications

- Willingness to work a flexible schedule and travel throughout the city of San Antonio (no overnight travel required)
- Computer experience (Excel and Word a must)
- Well developed organizational skills with a solid orientation to detail
- A self-starter with a strong desire to learn
- Must enjoy working as a team member
- Good written and verbal skills
- Must have own transportation



## Internship Application

Mr.       Ms.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
School: \_\_\_\_\_  
Major: \_\_\_\_\_ Minor: \_\_\_\_\_  
Expected Date of Graduation: \_\_\_\_\_

**What attracted you to Susan G. Komen for the Cure? (check all that apply)**

- The breast cancer cause       Interest in event management  
 Interest in non-profit management       To fulfill a school requirement  
 Interest in community outreach

**Which internship are you most interested in?**     Education     Race

**What skills/resources can you offer Susan G. Komen for the Cure?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**What dates are you available? (4 month minimum – 6 month maximum)**

Start: \_\_\_\_\_ End: \_\_\_\_\_

**What days are you available? (Check all that apply)**

Mornings      Afternoons

Monday      Tuesday      Wednesday      Thursday      Friday

Number of hours you can work per week: \_\_\_\_\_

**Please mail, fax or email an Intern Application and resume to:**

The San Antonio Affiliate of Susan G. Komen for the Cure

P.O. Box 6678, San Antonio, Texas 78209

[info@sakomen.net](mailto:info@sakomen.net)

210-222-9009 (phone), 210-222-9766 (fax)