

INTERNSHIP OPPORTUNITY: Social Enterprise Ecosystem (SEE)

SUMMARY: Social Enterprise Student Intern

The Social Enterprise Ecosystem (SEE), assists social enterprise businesses which are mission-driven and money-making (such as [Passionworks](#), [Chesterhill Produce Auction](#), [Serenity Grove](#), and many more), as well as funders interested in social impact. SEE will employ students as team members in an active and varied workplace. SEE student employees and interns have opportunities to engage in several areas, including social enterprise startup assistance, social venture development, event planning, website design and maintenance, and program branding and publicity.

Morgan McCarthy, a Business Major in the Honors Tutorial College said of her experience as a student employee, “My time on the SEE team has been transformative to both my college experience and future career; it has allowed me to cultivate a passion for community based economic development and been instrumental to my learning and development outside of the classroom.”

Application Details:

Interested candidates should submit a single PDF containing DARS, resume, and cover letter to Faith Knutsen at knutsenf@ohio.edu, with the subject line “COMS intern”. Applications will be accepted through week 2 of spring semester, but preference will be given to candidates who apply before winter break.

Internship Logistics:

Start Date: January 20, 2020 (flexible)

End Date: April 24, 2020 (flexible)

Hours worked each week: 5-20 depending on student interest and availability.

The internship position is unpaid for the Spring Semester, but successful interns may be eligible for consideration for summer employment.

Position Details:

The SEE-COMS student will intern at the Voinovich School (The Ridges Building 19) with the social enterprise venture development services team, sharing space with Voinovich School staff on the ground and second floors.

This intern will join a group of 7-10 other student employees engaged in hands-on services in individual and group projects and meeting at least monthly with all other student employees to share experiences in a meeting with professional staff.

The intern will work closely with SEE staff, in accordance with program needs and the intern's skills/interests, on one or more of the following:

- Review of new social enterprise clients and their needs, including evaluation of new ideas, assessment of market opportunity, and planning for grant and other funding opportunities
- Developing social ventures for impact investment
- Program coordination for external and internal business client meetings, potentially including travel with professional staff in southeast Ohio and northern West Virginia
- Database creation and maintenance for business clients and the 'metrics' associated with the aid received
- Program and Client-service branding and publicity, including website design and maintenance, social media initiatives, publicity drafting and distribution, and assistance with event planning and implementation

Benefits: The Social Enterprise Ecosystem COMS intern will gain experience and insight into a wide variety of future career opportunities, including social enterprise development and assessment, start-up entrepreneurship, economic development, grant-writing, program management, data management, event coordination, consulting, and program branding. The program is a fast-paced environment affording a taste of many different duties and professional experiences: in the office, with local social enterprises, and (if tasks and the intern's skills permit) on the road with enterprise consultants. Experience assisting social enterprises from both an entrepreneurial and investment point of view will enhance the student employee's resume for future work in a large number of fields. Student engagement with the SEE program makes a positive contribution to Ohio University's role in supporting and improving economic conditions in the region.

Qualifications: This position is best suited to candidates with strong academic records, a proven capacity to multitask, and a strong work ethic with experience meeting deadlines on time. SEE asks that student employees be open-minded and critical thinkers with interpersonal skills in both a team environment and in client service delivery. A wide variety of skills will be immediately useful. Strong digital communication skills (MS Office applications, Google suite, web design and/or maintenance skills) are highly preferred.

Mentoring: The SEE staff value student contributions and encourage creative thinking in support of client development. As service providers to enterprises and investors in the social sector, the staff are experienced mentors, trainers and instructors with the intentional goal of creating a productive learning environment for students. The staff expects that students will be attentive to instruction but willing to engage creatively with our highly entrepreneurial work environment. Our student team experiences many opportunities to present professional-quality deliverables, engage directly with clients, and conduct specific market and/or social science related research, all with the support and guidance of our professional staff.