

Give & Surf Internship Opportunities 2017-2018

Notes:

- *On-site and remote internships are available for both undergraduate and graduate students and recent graduates. **All internships are unpaid.***
- *There is a fee of \$500-2,000 per month for on-site internships that covers accommodations, local transportation, some meals, various excursions & activities, and on-site staff support. Fee varies based on length of stay, internship responsibilities/projects, and experience. Give & Surf will provide support in fundraising efforts to help cover these costs.*
- *Give & Surf will provide a supervisor to work with the intern and to maintain any necessary contact with faculty advisors in addition to completing any requirements needed for the student to receive course credit.*
- *Other internships are created throughout the year on a rolling basis based on specific needs that arise and/or the needs & skills of interested students.*
- *General areas of applicable study include: nonprofit management, international development, Latin American studies, Spanish, English as a Second Language, education, early childhood education, recreation, business, marketing, public relations, and graphic design.*

To apply:

Email your current resume/CV to Emily Talentino, Executive Director, at emily@giveandsurf.org or complete the Internship Inquiry form on our website at www.giveandsurf.org/intern.

Remote Internships (work from your home, school or anywhere in the world!)

Social Media & Marketing Coordinator: Help us share our story with our fans and supporters as well as to reach new audiences by managing our Facebook & Instagram accounts and exploring new social media platforms for us to use. *Minimum 6 month commitment; 10-12 hours per week; bilingual Spanish/English speaker preferred. Also available on-site or hybrid.*

Marketing & Public Relations Specialist: Help us recruit new volunteers and service groups, partner with new businesses & foundations, and spread the word about the work we're doing. Includes managing press releases for online publications, building relationships with new organizations and businesses, and implementing strategies to effectively market our organization. *Minimum 6 month commitment; 10-12 hours per week.*

Campus Outreach Coordinator: Connect with service clubs and relevant departments/faculty at your university and other nearby colleges to promote opportunities with Give & Surf including internships, alternative spring break trips, study abroad opportunities, and service learning. *Available throughout the year; minimum 3 month commitment; 10-12 hours per week.*

Grant Writer/Fundraising: Research potential grant opportunities and learn how to effectively write a compelling grant. Also gain experience in other aspects of fundraising such as crowdfunding, event planning, and donor retention. *Available throughout the year; minimum 3 month commitment; 5-10 hours per week.*

On-site Internships (include accommodations, some meals & activities, local transportation, on-site staff support; fee ranges from \$500-\$2,000 per month)

Student Teacher/Assistant Teacher: Get hands on experience leading and teaching classes for students ages 3-12. Create lesson plans, design new activities and programs. Great hands on experience working with Spanish speaking students, introducing English, and learning how to work in an extremely low-income, challenging environment. *Available throughout the year; 2 weeks to 6 months; 25-30 hours per week of teaching & lesson planning*

Program Development Specialist: Help expand our extracurricular activity offerings throughout the eight communities we serve. Assist with identifying community needs and developing educational and recreational programs to support these needs. A great way to share your passion for a specific skill or hobby; past interns have created our swim lesson & ocean safety program, marine education & snorkel teen mentorship program, offered yoga classes, and more. Develop the curriculum and help teach the programs. Some knowledge of Spanish preferred. *Minimum of 1 month; 20-30 hours per week of program delivery and lesson planning.*

Public Service or Nonprofit Management: Learn the ins & outs of running a nonprofit organization by helping with the general administration of Give & Surf including fundraising, recruiting volunteers, program delivery, finances, and day-to-day operations. *Available throughout the year; minimum 3 month commitment 10-12 hours per week. Can be completed on-site or remotely although a combination is recommended.*

Social Media & Marketing Coordinator: Help us share our story with our fans and supporters as well as to reach new audiences by managing our Facebook & Instagram accounts and exploring new social media platforms for us to use. Being on-site allows you see first hand our programs and communities so you can better tell our story and impact! *Minimum 3 month commitment; 20-25 hours per week; bilingual Spanish/English speaker preferred. Hybrid (remote/on-site) position also available.*

Photography/Videography: Help us effectively tell and share our story about our participants and communities by documenting our work through photos and videos. Spend your time following kids and volunteers, meeting with local community members, and touring all over the Bocas islands as you capture the beauty and spirit of the archipelago and its residents. *Must have past photography/videography experience. Please email your portfolio with your CV. Minimum 1 month commitment; 20-25 hours per week. Available throughout the year.*

Immersion Experience: Community Outreach & Development: Live immersed in a local community and build strong relationships with the local residents. This internship requires an independent, self-driven intern who is a competent or fluent in Spanish. A unique experience that is focused on strengthening Give & Surf's presence in underserved communities and helping to address their educational needs. Includes developing and teaching English classes and extracurricular activities, recruiting volunteer teachers, and creating a plan for the sustainability of these programs. *Available throughout the year; minimum of 3 months; 25-30 hours per week.*

Have another idea for an internship? We're open to creating new internship positions that will help to advance our mission and benefit the communities we serve. Other potential areas for internships include sustainable tourism & development, small business management, permaculture, sports & recreation, music/arts, photography, and more. Please contact Emily Talentino, Executive Director, at emily@giveandsurf.org to share your ideas.