

Sib Leader Internship Program

Part-time paid

Summer 2022 – Up to 150 hours

Job Title: **WisconSibs Sib Leader intern**

Geographic area: Northeast Wisconsin

Job Address/City: 211 E Franklin St., Appleton, WI 54911

Website: <http://www.wisconsibs.org>



Organization profile:

WisconSibs, Inc is dedicated to children, teens, and adults who have siblings with disabilities. We aim to help siblings feel less isolated and more empowered when it comes to unique issues they care about as siblings. Whether they are involved as a child, teen or adult, WisconSibs programs focus on siblings networking with others who share similar joys and concerns and connecting with sources of information they need in their unique roles.

Job Overview:

Intern will help build awareness of sibling issues and support WisconSibs programming in Northeast WI and throughout the state of Wisconsin.

Job Description:

WisconSib intern has the opportunity to help develop communications, management, and leadership skills while working in a nonprofit setting. The duties and responsibilities of this job include:

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| • Help carry out 3 month content marketing plan for ongoing WisconSibs newsletter articles, blog posts, informational flyers, brochures, social media, etc | |
| • Carry out tasks needed to execute Summer programs , including SibDays of Summer and Sib Camps | |
| • Help promote and execute special events and fundraisers during summer and beyond. | |
| • Help organize and execute Teen Sib Leadership trainings | |
| • Develop and execute at least one event or project that advocates for the current concerns of siblings resulting in participation by Sibs, family members, policy makers, service providers, or all of these. | |
| • Make a presentation about WisconSibs for a civic group, business, church group, or policy maker. | |

Job Qualifications:

- **This intern opportunity is open only to individuals who have a sibling with a disability, long-term illness, or mental health concern.**
- Must have completed at least one year of college and enrolled as a student in the Fall for communications, PR, marketing, nonprofit management, education, or related human or social services field.
- Intern should be available to work 15 hours per week between the hours of 9 am – 4 pm. Some work will occur on weekends. Actual schedule is flexible. Must be available July 18-22 from 8 am – 4 pm.
- Experience with WisconSibs programs, especially Teen Leadership programs, preferred.
- Familiar with Microsoft suite and WordPress.
- Strong communications skills, both written and verbal.
- Transportation is responsibility of intern.

Compensation: \$13/hour up to 150 hours. Additional hours and volunteer time negotiable.

How to apply: Submit a WisconSibs Summer Intern application or resume and cover letter to Harriet Redman, Executive Director at info@wisconsibs.org. Please use the subject line WisconSibs Intern.