



**Nonprofit Engagement Internship
Human Rights Community Partnerships
City of Denver Government**

FALL 2020 position – apply as soon as possible
For complete information & application, go [HERE](#)

About this Internship

The Denver Office of Strategic Partnerships (DOSP) was created in January 2004 to serve as a liaison between the City of Denver and its nonprofit sector. DOSP is committed to increasing the capacity and sustainability of the nonprofit sector and achieves those objectives by delivering training & workshops, targeted programming, improving internal contracting processes, and by assisting nonprofits with funding and becoming smarter about the facilities they operate out of.

DOSP is currently seeking a Nonprofit Engagement Intern for academic credit. The position is available starting early to mid-September and goes through the end of 2021. The internship is flexible with hours based on your program's schedule and is unpaid. The length of the internship will be based on your academic needs.

OUR NONPROFIT OUTREACH INTERNS MOVE FORWARD FROM THIS PROGRAM WITH:

A hands-on experience navigating and engaging government systems

- Familiarity of building and working with cross-sector partnerships
- Learned strategies of policy change and advocacy with city agencies
- Improved skills in communication, outreach, and marketing
- Understanding of program development, monitoring, and evaluation
- Advanced knowledge in nonprofit development, support, and process improvements
- Developed awareness of funding and grant management
- A strong professional network in city government and the nonprofit sector

INTERNSHIP OVERVIEW

Note: Due to COVID-19, the City and County of Denver is instructing all city employees to continue telecommuting at least through the end of the year for 2020. This means this internship will begin working remotely and be adjusted as COVID-19 protocols change. Opportunities may be available to engage with external partners in-person but be prepared for remote working and learning from home primarily.

This internship is available to students currently enrolled in a post-secondary program who's focus is aligned with the office and agency's work. The position provides a unique opportunity to learn about both government and nonprofit sectors. Interns are a valued asset to our office and become a truly welcomed member to the team!

Our ideal candidate will have/be:

- The skill set, interest, and drive to support the needs and work of the office
- Ability to be flexible in work conditions and manage both in-person and virtual environments
- An entrepreneurial approach to succeed in one's own tasks and responsibilities

- Strong work integrity to perform collaboratively, professionally, and ethically among teams and individually
- Capable to research, summarize, write, and report out concise data
- Experience utilizing and designing social media content for professional marketing
- Community-oriented and possess a system thinking lens;
- Committed to centering the service and welfare of nonprofits and communities in your actions
- The openness and capability to work with people who have varied backgrounds and experiences;
- Adaptable and have a growth and a learning mindset
- Able to reflect critically about problems and enjoy crafting solutions

We realize your time is valuable so please do not apply if you do not have at least the following required minimum qualifications:

- Education Requirement: Current enrollment in an accredited college program leading to a certificate, licensure, Associate's, Bachelor's, or higher degree in, or a recent graduate (completed specified program within 1 year of completion)
- Education and Experience Equivalency: No substitution of experience for education is permitted
- License/Certification Requirement: By position, may require a valid Driver's License at the time of application
- Licenses and certifications must be kept current as a condition of employment