



SANTA CRUZ COMMUNITY VENTURES

## Community Ventures Internship Opportunity

Santa Cruz Community Ventures

P.O Box 7808

Santa Cruz, CA 95061

Please send resume and cover letter to:

[info@sccvonline.org](mailto:info@sccvonline.org)

**Internship Job Title:** Employee-Owner Business Initiative

**Business/Organization:** Santa Cruz Community Ventures works to build a compassionate and equitable local economy that contributes to the region's well-being.

We are committed to do our work in ways that:

- are family centered and culturally appropriate;
- remove system level barriers to economic equity;
- provide leadership development and financial education for children and youth;
- develop new financial and asset building vehicles; and
- lift up and leverage the great work already being done.

### Internship Description and Responsibilities:

The research/data intern will work with the Executive Director to support and promote Santa Cruz Community Ventures' (SCCV) work around employee-owned businesses and community investment fund through research, data gathering, data entry, and community outreach. Other duties as assigned.

The internship will run September-December 2018, with a flexible schedule of at least six (6) hours a week with a minimum commitment of 12 hours.

### Qualifications Required:

- Must be enrolled student
  - Desired Class Level: Junior, Senior
- Strong written and verbal communication skills
- Experience with Microsoft Office
- Ability to work independently
- Must be willing to commute for meeting once a month or comfortable with web conferencing

### Hours/Week:

- A flexible schedule of at least six (6) hours a week with a minimum commitment of 12 hours.

**Will there be compensation?** Yes\_\_\_ No\_x\_\_

### Application Process:

Please apply with your resume and cover letter.

FOR MORE INFORMATION ABOUT OUR WORK PLEASE VISIT: [SCCVONLINE.ORG](http://SCCVONLINE.ORG)