Agency Name: Neighborhood Services Inc.

Project Lead Position Title: Special Events Coordinator

Hours Per week: 6

Hours Agency is Open: Office is open from 9:00 am to 4:00 pm Monday through Thursday and 9:00 am to 3:00 pm on Friday.

Description of the Position: Collaborate, communicate, and coordinate with volunteers, board of directors and executive director to plan fundraising events, including recruiting volunteers and coordinating the event. Work on the development of brochures and other marketing and public relations materials and aid in creation of the agency's annual report.

Skills Preferred: Previous experience working with Microsoft Office and social media sites. Must be able to collaborate and communicate effectively. Organized and willing to work with people from varied backgrounds and levels of education. Experience with graphic design is a plus.

About the Agency: Neighborhood Services, Inc. exists in the effort to alleviate poverty and provides food, services, and material assistance to those in need. Neighborhood Services, Inc. improves the quality of life in the Columbus community by compassionately and respectfully serving our neighbors in need.

Link to Agency Website: http://www.neighborhoodservicesinc.org/

Agency Address: 1950 N. 4th Street Suite E/J Columbus, OH 43201 United States
Agency Name:
All THAT - Teens Hopeful About Tomorrow

Project Lead Title:
Programming Intern

Hours Per Week:
6

Hours Agency is Open:
Monday - Friday from 2:00 p.m. - 6:00 p.m.

Description of Position:
All THAT is an after school mentoring program for teens. Depending on the volunteer’s interests, he or she can assist with tutoring students, marketing events, promoting our mission to other groups, representing All THAT at service fairs, as well as help with administrative tasks.

Skills Preferred:
Have excellent written and oral communication skills. Must be able to work cooperatively and communicate effectively with students, other members of the staff and parents. He/she must be committed to helping young people build on existing assets and make positive choices about their health and well-being, academic achievement and interaction with others. Student must have the confidence and ability to promote All THAT's program in the community.

About the Agency:
All THAT is an extended learning and mentoring program that has been serving economically disadvantaged teenagers on the east side of Columbus, OH since December, 2010. In response to the growing challenges in Franklin County, our focus is to improve students’ academic scores, expose students to post-secondary career choices, and boost students’ life and social skills. We establish a caring relationship with the teens in our program and enhance their ability to make good choices, eliminate the use of alcohol and other drugs and assist them in realizing their hopes, dreams and goals. We are an official partner of the Columbus City Schools, The Columbus Public Health Department and The Mentoring Center of Ohio.

Link to Agency Website:
http://www.all-that.org/

Agency Address:
1375 S. Hamilton Rd
Columbus, OH 43227
United States
Agency Name:
COMPASS

Position Title:
GOOD HOPE Fund Program Manager

Agency Address:
706 E Broad Street
Columbus, OH
43205

Hours required:
3 to 5

Hours Agency is Open:
We are open standard operation hours 9-5 Monday through Friday but this will also include some evening speaking engagements.

Position Requirements:
Looking for someone who is good with all types of people with a marketing or social services background. Great computer skills are a plus and a desire to engage in social innovation a must. Person should be flexible and willing to work hard for results.

Position Responsibilities:
Project Lead will work with the Director of a homelessness prevention program to implement a microfinance program with in the community of those who at risk for homelessness. Project lead will assist in the design of marketing materials to encourage local churches become members of the fund. Project lead will also develop a community bank of social service information to be used to assist people in their movement from the edge homelessness. Project lead will also design and create a newsletter documenting the lives of people who are at the edge or homeless.

Agency Information: COMPASS is ecumenical homelessness prevention program that has served the community for over thirty years. COMPASS serves over 150 people a month assisting them with paying rent or utilities. It is the mission of COMPASS to catch people before they become homeless. COMPASS allocates over 100,000 dollars a year provided by partner churches that are regularly educated about how poverty affects our work. COMPASS is in an exciting time as we are embarking on a micro loan program designed with poor people in mind. The cool factor of the program is the relationship building and referrals that go along with the dollars loaned.

Agency Website
www.bspc.org
Agency Name: NNEMAP Food Pantry

Project Lead Title: Stocking Assistant

Number of Hours per Week: 3-6

Hours agency is Open (Hours Project Lead needs to have availability):
We are open Monday/Wednesday/Friday from 8:45 to 11:45 through the 19th of each month. From the 20th until the end of the month we are open the same hours Monday through Friday.

Description of Project Lead's Position/Projects:
The student would be involved in all aspects of our pantry. These would include assisting our neighbors as they shop, keeping our fixtures filled with food, taking deliveries, and interviewing clients using our pantrytrak computer system.

Skills required or requested for Project Lead:
Will sometimes handle heavy boxes, basic computer skills, a genuine caring for people in need

About the Agency: Mission, Values, etc:
NNEMAP is one of the largest pantries in Columbus. Our primary goal is the distribution of food to area residents in our zip code area including downtown, Short North, campus and South Linden. We offer children's and health services as well. We are supported by 32 churches and many other organizations. We have over 125 volunteers and two staff.

Link to agency website:
www.nnemappantry.org

Address of Agency:
677 E. 11th Ave.
Columbus, OH 43211
Agency Name: United Preparatory Academy

Project Lead Position Title: Scholar Recruitment Fellow

Number of Hours per week for Project Lead: 6 (or more if able!)

Hours Agency is Open (Hours Project Lead needs to have Availability): 7:30am-4:30pm Monday-Friday

Description of Project Lead’s Position/Projects: The Scholar Recruitment Fellow would support with new scholar recruitment and other items relating to community engagement. The mission of United Preparatory Academy (UPrep) is to ensure scholars from low-income backgrounds on the west side of Columbus are on the path to college. We want to expand our presence on the west side of Columbus and form relationships with Head Starts, daycares, and other preschools to provide more scholars with an outstanding education. The student lead will be supporting with student recruitment and community engagement. Some example activities may include: dropping off school flyers at local daycares and Head Starts, assembling address lists for door-to-door recruitment campaigns, putting together folders of school information for interested families, calling prospective families regarding the educational opportunities at UPrep, and stopping by local businesses and organizations to see if there are opportunities to collaborate.

Skills Required or Requested for Project Lead: We are looking for a hard-working, optimistic, organized, and prompt Scholar Recruitment Fellow who will work hard to support the mission of the school.

About the Agency: Mission, Values, etc: The mission of United Preparatory Academy (UPrep) is to ensure that scholars from low-income areas of Columbus are on the path to college.

Link to Agency Website: uniteschoolsnetwork.org

Address of Agency: 617 West State Street
Columbus, Ohio 43215
Agency Name: Central Community House

Project Lead Position Title: Graphic Design and Marketing Intern

Number of Hours per Week for Project Lead: 3-6 Hours a week

Hours Agency is Open (Hours Project Lead needs to have availability): Monday-Friday (9am to 5pm)

Description of Project Lead’s Position/Projects: We are seeking someone with advanced graphic design skills who can help create an 80th Anniversary design and tag line to be used in 2016. Intern will also help with special event planning as a committee member for our annual fundraiser including assisting in marketing the event, soliciting auction items and designing event promotional pieces. This is a great opportunity for someone wanting to build their design portfolio.

Skills required or requested for Project Lead: Significant graphic design experience needed (may be asked for samples of work); Must have basic marketing knowledge.; Must be creative; Must be able to work on projects independently (once assigned).; Website design is preferred but not required.

About the Agency: Mission, Values, etc.: Central Community House is a comprehensive, neighborhood-based community center that has been serving the near east side of Columbus, Ohio in the settlement house tradition since 1936. Each year we touch thousands of lives in three main focus areas: Early Education Child Care Center, Community Services, and Youth and Family Services. The Early Education Child Care Center provides an education-focused daycare program for infants, toddlers and preschoolers, most of whom receive subsidized assistance. Youth and Family Services provide: afterschool and summer enrichment programs, Transit Arts, an arts-based development program for teens, and numerous other youth and teen programs, including tutoring, mentoring, job placement/training. Community Services includes basic needs assistance and referrals, food programs, family strengthening support, senior program, nutrition and health programs, advocacy, and neighborhood meeting space and support.

Link to Agency Website: www.cchouse.org

Address of Agency: 1150 E. Main Street
Columbus, OH 43205
Agency Name:  
Junior Achievement of Central Ohio  

Project Lead Position Title:  
JA Intern  

Number of Hours per Week for Project Lead:  
5  

Hours Agency is Open:  
8am-4:30pm Monday- Friday  

Description of Project Lead’s Position/Projects:  
Work with the JA BizTown team each afternoon to prepare materials and facility for each day's JA BizTown event. Work with the JA BizTown management to conceptualize, create and finalize curriculum materials for the 2016-17 JA BizTown session. Help the JA BizTown team prepare for 2016 Summer Camps by creating and preparing materials. The shift would be one hour each weekday between 2:30pm-4:30pm.  

Skills Required or Requested for Project Lead:  
Data entry, creative thinking, problem solving, flexibility  

About the Agency: Mission, Values, etc:  
Junior Achievement inspires and prepares young people to succeed in a global economy.  

JA impacted over 4.6 million U.S. students in more than 201,000 classrooms during 2014-2015.  

Our volunteer-delivered, kindergarten-12th grade programs foster work-readiness, entrepreneurship and financial literacy skills, and use experiential learning to inspire students to dream big and reach their potential. With the help of more than 218,000 volunteers, JA students develop the skills they need to experience the realities and opportunities of work and entrepreneurship in the 21st century global marketplace.  

Link to Agency Website:  
www.jacols.org  

Address of Agency:  
68 E 2nd Ave  
Columbus, OH 43235  
United States
Agency Name:
Junior Achievement of Central Ohio

Project Lead Position Title:
JA Intern

Number of Hours per Week for Project Lead:
5

Hours Agency is Open:
8am-4:30pm Monday- Friday

Description of Project Lead’s Position/Projects:
Work with the JA In-Class team to contact teachers, schedule classes, and provide support for our educational partners. Work with the JA In-Class team to recruit, recognize and retain volunteers for the program. The shift would be one day per week for 5 hours or two days per week for 2.5 hours.

Skills Required or Requested for Project Lead:
Data entry, phone skills, hard-working, diligent, attention-to-detail

About the Agency: Mission, Values, etc:
Junior Achievement inspires and prepares young people to succeed in a global economy.

JA impacted over 4.6 million U.S. students in more than 201,000 classrooms during 2014-2015.

Our volunteer-delivered, kindergarten-12th grade programs foster work-readiness, entrepreneurship and financial literacy skills, and use experiential learning to inspire students to dream big and reach their potential. With the help of more than 218,000 volunteers, JA students develop the skills they need to experience the realities and opportunities of work and entrepreneurship in the 21st century global marketplace.

Link to Agency Website:
www.jacols.org

Address of Agency:
68 E 2nd Ave
Columbus, OH 43235
United States