

Summer Development Intern Job Description

The University YMCA is seeking a seasonal (May 11-August 23) Development Intern to assist with the planning and coordination of the University YMCA Annual Dump and Run program/fundraiser. This position will be 20 hours/week with a stipend of \$1500 for the summer. Duties include:

- Lead all sorting, packing, and storage efforts for Dump and Run program
- Responsible for all publicity of Dump and Run children's and August sales
- Responsible for all volunteer recruitment and organization for children and August sales
- Assist with Annual Report editing and production
- Participate in all summer Development Committee meetings and planning
- Assist with planning of summer international student receptions
- Other duties as assigned

To apply, please send cover letter and resume to universityymca@gmail.com no later than March 19.