



Resource Development Intern Boys & Girls Club of Corvallis

The Boys & Girls Club is in need of a Resource Development Intern to assist our Resource Development Director. This would be a great opportunity for individuals looking to get experience in developing community resources and learn the responsibilities of a Resource Development Director. If you're interested in this position please contact Drew Ibarra at dibarra@bgccorvallis.org or at **757-1909 ext. 210**. Or come into the Boys and Girls Club of Corvallis and fill out an application. Please specify this position.

This Internship would involve:

- Performing tasks related to Day to Day operations of the Resource Development Director
- Marketing related to increasing the image of the Boys & Girls Club of Corvallis to prospective Donors
- Seeking new community resources to benefit the club
- Donor Recognition

An individual interested would need to:

- Have experience working with computers in a professional capacity; using Word, PowerPoint, Publisher, Excel, etc.
- Be able to transition from task to task and be efficient at working on several projects at once.
- Have extensive customer service skills
- Be able to devote 8-10 hours a week for a full academic year
- Have high energy and positive attitude at the work place
- Have a passion for providing children with the resources they need to reach their full potential

Drew Ibarra
Volunteer Coordinator
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