



Marketing Internship

Victory Garden Initiative is a non-profit organization that builds communities who grow their own food as a way of life, creating a community-based, ecologically sustainable, socially just and nutritious food system for all. We are a small, dynamic and rapidly growing organization seeking the right team member to join us in changing Milwaukee's landscape into a lush, food-producing city.

Position Description:

The Marketing intern supports the work of the Mission Advancement Coordinator by creating Marketing materials, enhancing the website, and implementing various aspects of the marketing plan

Reports to: Mission Advancement Specialist and Programs and Operations Director

Schedule and Duration:

Fall Internship	Spring Internship	Summer Internship
September 1 - December 31	January 1 - May 31	June 1 -August 30
10-15 hours/week	10-15 hours/week	10-15 hours/week
Schedule is determined by the Intern and Mission Advancement Coordinator at the time of hire.		

Location:

1. Victory Garden Initiative Office - 1845 N. Farwell Ave. Suite 100, Milwaukee, WI 53202
2. Various outreach events across Milwaukee
3. Habitat for Humanity - 3726 N. Booth St. Milwaukee, WI 53212 (Spring Internship only)

Learning Opportunities and Duties:

- Create and develops marketing materials
- Inspires participation in VGI's mission to the general public, through compelling marketing messaging.
- Supports program enrollment by creating appealing marketing brochures, posters, and other materials.
- Learns about effective messaging, and translating of mission and organizational culture, into action.
- Support website and newsletter management
- Supports all communications, as described in VGI's marketing plan (under development), including, but not limited to our website, newsletter, twitter, facebook, instagram and other
- Promote upcoming VGI events, classes and programs via social media, promotional materials, our website, and other creative, grassroots means
- Manage our website, including updating member database and individual web pages..



Qualifications:

- Excellent communication skills
- Ability to use Google and Microsoft Suites and other technology proficient
- Attention to detail
- Basic graphic design skills and familiarity with graphic design softwares
- Drivers license or ability to travel to and from work
- Keen sense of style, marketing, and public relationship helpful
- Prefer Marketing or Graphic Designer degrees
- Aptitude for detail management and commitment to deadlines
- Ability to balance multiple tasks and work independently
- Flexibility and adaptability
- Available ten to fifteen hours per week during 8:30-5:00 business hours
- Interest in food system issues
- Ability to work in a team and on your own

The Marketing Intern is crucial to the success of our programs. In addition to general marketing and program needs, this intern can expect to take part in events and activities that take place at our many outreach fun events as well as our urban farm, , Victory Garden Urban Farm.

To apply: Please send cover letter, resume, and three references to helpusgrow@victorygardeninitiative.org with the subject line: Internship Program - Marketing Intern. If possible, please combine into one PDF document.

Application Due Dates: **April 15** (Summer Internship), **August 30** (Fall Internship), **December 15** (Spring Internship)