



Discover Nonprofit News Internship (Business)

Summer 2024

Application deadline: April 15, 2024

POSITION:

Discover Nonprofit News Business Intern

DATES:

May/June - August 2024

*start and end date flexibility

HOURS:

25-35 hours per week

COMPENSATION:

\$15 per hour

REPORTS TO:

Jenna Mallette, Chief Operating Officer

COMPANY:

San Antonio Report

ORGANIZATION DESCRIPTION

The San Antonio Report, which first published in February 2012, is a 501(c)(3) nonprofit, nonpartisan local news organization. We are San Antonio's leading local online news source focusing on the personalities, politics, neighborhoods, businesses, culture, cuisine, arts and entertainment that impact San Antonio.

POSITION OVERVIEW

The Business Intern will provide support to the Chief Operating Officer and SA Report business team by assisting with marketing efforts, advertising, member and reader events, and donor research and cultivation. The business intern will work alongside the various members of the San Antonio Report business team.



This is a great opportunity to learn about a fast-paced, growing industry while also learning more about the challenges and opportunities within our city. The San Antonio Report's stability and growth depends on our ability to market ourselves effectively and engage with our audience on a meaningful level. We look forward to having an enthusiastic intern join our team.

Generously underwritten by Joni and Gary Raba, the internship program is comprised of two internship opportunities for Spring 2024. Interns will be mentored by San Antonio Report staff and provided educational opportunities to learn from both editorial and business teams. The business intern will be provided opportunities to attend virtual or in-person meetings with business and civic leaders over the course of the internship, attend partner and sponsor meetings and identify a personal project to explore.

THE IDEAL CANDIDATE

A successful business intern will be enthusiastic, organized, collaborative and a willing learner to work in a fast-paced and creative environment. The ideal candidate will have a strong interest in San Antonio and independent, non-profit journalism. This internship is particularly well suited for individuals that are still seeking to determine their intended career path and are interested in discovering whether working for a news organization is right for them.

LEARNING OUTCOMES

- Gain understanding of a successful business model in the context of a nonprofit newsroom
- Learn about the landscape of nonprofit media in the U.S.
- Develop recognition of how social media and traditional marketing platforms can be used to grow and engage audience
- Develop a basic understanding of Salesforce, MailChimp, Parse.ly and Google Analytics
- Learn to successfully design, coordinate, and execute a community engagement event
- Hone skills necessary to promote fundraising campaigns

QUALIFICATIONS

- Special consideration will be given to students majoring in business, communication studies, marketing and/or liberal arts.
- Possess some course work or work experience in marketing, communications, journalism or nonprofit organizations



- Excellent written and verbal skills
- Detail-oriented
- Experience with membership, community outreach, or community journalism organizations preferred
- Self-motivated, energetic learner
- Comfortable with working in a collaborative team environment
- Highly organized with the ability to meet tight deadlines
- Must be proficient with Microsoft Word, Excel and PowerPoint
- Familiarity with Adobe Creative Suite software is a plus but not required
- Familiarity with email marketing software (e.g. MailChimp), customer relationship management software (e.g. Salesforce) and Content Management System (e.g. WordPress) desired but not required – training will be provided.

APPLY

To apply, please submit your resume and cover letter to apply@sareport.org before the deadline.