



The Long Island Coalition Against Bullying
Community Relations Internship Opportunity

LICAB Mission:

Emphasizing the importance of bully free communities on Long Island through education, increased awareness and therapeutic outlets.

Position:

Community Relations Intern, The Long Island Coalition Against Bullying

Job Type:

*Non-profit, volunteer role

*Hybrid

*Two to three days a week according to availability. Weekday availability, with some weekend availability, is greatly preferred.

Location:

Primarily remote work, however physical appearances will be required and locations will vary.

Overview:

The Long Island Coalition Against Bullying is looking for an enthusiastic and self-starting community relations intern with an interest in marketing, communications and event planning. Interns will have the opportunity to create marketing and promotional plans and material for community events, large-scale fundraisers and educational programs. Interns will act as a liaison between the Long Island Coalition Against Bullying and the community in order to coordinate meetings and appearances accordingly. They will be responsible for communicating and forming relationships with elected officials, community organizations and local businesses. Interns will be trained on day-to-day operations of our community relations team. We are looking for candidates who are open to learning new skills, and will lend their efforts towards making Long Island a more inclusive place for all!



Responsibilities:

Interns will be directly reporting to and assisting the board in organizing and promoting all community events. As well as attending and assisting with many events as representatives of the Long Island Coalition Against Bullying.

Desired Qualifications:

Proficiency in Canva, photography on DSLR camera, event planning, Microsoft Office and Google Calendar.

*Experience is encouraged but not required.

To be considered for this internship please submit:

- Resume
- Cover Letter
- Days/Hours Available

*Please email resume, cover letter, availability and any questions to Rena Thomas, Internship Coordinator at RThomas@licab.org.

For more information on the Long Island Coalition Against Bullying, please visit <https://www.licab.org/>